



The University of Michigan
Office of International Programs
1712 Chemistry Building
Ann Arbor, MI 48109-1055

Telephone: (734) 764-4311
Fax: (734) 764-3229
www.lsa.umich.edu/oip
oip@umich.edu

Students applying to non-U-M study abroad programs

Where to go when you need:

To order a U-M transcript:

→ Wolverine Access (<http://wolverineaccess.umich.edu/index.jsp>)

A letter certifying that you are a current U-M student (required for some visa applications or insurance policies):

→ The Office of the Registrar
Transcript and Certification Services
500 S. State Street
763-9066

Signatures on non-U-M program application forms, advisor approval to participate, or to vouch for your being in good academic standing:

- **LS&A students:** LS&A Academic Advising, to any LS&A General Advisor
1255 Angell Hall
764-0332
- **RC students:** Jennifer Myers
134 Tyler, East Quad
763-3717
- **Honors students:** Liina Wallin
1330 Mason Hall
764-6274
- **Engineering Students:** Stacie Edington
Engineering International Programs (North Campus)
647-7129
- Students from **Education, Kinesiology, Music, Art, Business** or **any other of the Colleges**, need to go to an academic advisor **IN THEIR COLLEGE**.

To verify that you have no outstanding disciplinary issues:

- **Academic:** LS&A Students:
Cathy Conway-Perrin, Director of LS&A Academic Advising
1255 Angell Hall
764-0332
- **Non-Academic:** Office of Student Conflict Resolution
South Quad (ask for Kathy McGuire)
936-6308

Approval/Pre-evaluation for transfer credit:

→ **Office of Undergraduate Admissions**
Credit Evaluators
1220 SAB

→ **Before the program:**

- Check the transfer credit equivalency website:
http://www.lsa.umich.edu/lsa/students/req_conversion/
(If you don't find the program or the course you need, download a transfer credit pre-evaluation form from the website, and turn it in to the Admissions Office at 1220 Student Activities Building.)

→ **After the program:**

- Have transcript from program sent to the Admissions Office for evaluation

Approval for concentration/minor credit:

→ Your concentration/minor advisor(s), in the department of concentration/minor

Approval for LS&A distribution credit:

→ Your LS&A General Advisor
1255 Angell Hall
764-0332