



## STUDY ABROAD COURSE PLANNING AND REGISTRATION FORM

**This Form Should Be Returned One Week after Start of Semester**

Instructions: Please provide the information requested for each class taken abroad. All information should be provided in English. Students abroad for a full academic year will be asked to complete a new form at the start of each semester.

Coursework taken overseas should not focus on themes of U.S. law, unless it does so in an explicitly comparative manner. You will not receive credit for coursework which substantially duplicates work you have already taken or could take at the Law School. If you have any questions about whether a particular course is eligible for credit, please write to [international@law.upenn.edu](mailto:international@law.upenn.edu).

Penn Law requires that all study abroad students take 12 credits (for one semester programs) or 24-27 credits (for full year programs).

*Note:* For our purposes, a “credit hour” is defined as **equivalent to** 50 minutes of classroom or direct faculty instruction and 2 hours of out-of-class student work per week for 15 weeks (1 of those 15 weeks may be a final examination). This means, that:

- **12 credits equal 8,400 minutes of in-class time** and 336 hours of out of class work (which cannot include exam time).
- **27 credits equal 18,900 minutes of in-class time** and 756 hours of out of class work (not including exam time).

***Total minutes in class this semester (will be auto-calculated):***

***Anticipated number of credits (will be auto-calculated):***

*On the following pages, please provide information for each class. Extra sheets can be left blank if not needed.*

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### PERSONAL DATA

Surname (family name)

First Name (given name)

Name of Study Abroad Institution

Dates of Semester (mm/dd/yyyy - mm/dd/yyyy)

Total # of Classes Enrolled

Anticipated Date of Graduation

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## Course #1

Course Name and Number

Instructor

Language of Instruction

# of students (<10, 10-20, 20-50, >50)

Number of in-class **minutes per meeting**

Number of class **meetings per term**

Total Minutes in Class for this Course (auto-calculated)

Method of Evaluation

Description of Course

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## Course #2

Course Name and Number

Instructor

Language of Instruction

# of students (<10, 10-20, 20-50, >50)

Number of in-class **minutes per meeting**

Number of class **meetings per term**

Total Minutes in Class for this Course (auto-calculated)

Method of Evaluation

Description of Course

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### Course #3

Course Name and Number

Instructor

Language of Instruction

# of students (<10, 10-20, 20-50, >50)

Number of in-class **minutes per meeting**

Number of class **meetings per term**

Total Minutes in Class for this Course (auto-calculated)

Method of Evaluation

Description of Course

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### Course #4

Course Name and Number

Instructor

Language of Instruction

# of students (<10, 10-20, 20-50, >50)

Number of in-class **minutes per meeting**

Number of class **meetings per term**

Total Minutes in Class for this Course (auto-calculated)

Method of Evaluation

Description of Course

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## Course #5

Course Name and Number

Instructor

Language of Instruction

# of students (<10, 10-20, 20-50, >50)

Number of in-class **minutes per meeting**

Number of class **meetings per term**

Total Minutes in Class for this Course (auto-calculated)

Method of Evaluation

Description of Course

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## Course #6

Course Name and Number

Instructor

Language of Instruction

# of students (<10, 10-20, 20-50, >50)

Number of in-class **minutes per meeting**

Number of class **meetings per term**

Total Minutes in Class for this Course (auto-calculated)

Method of Evaluation

Description of Course

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## Course #7

Course Name and Number

Instructor

Language of Instruction

# of students (<10, 10-20, 20-50, >50)

Number of in-class **minutes per meeting**

Number of class **meetings per term**

Total Minutes in Class for this Course (auto-calculated)

Method of Evaluation

Description of Course

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## Course #8

Course Name and Number

Instructor

Language of Instruction

# of students (<10, 10-20, 20-50, >50)

Number of in-class **minutes per meeting**

Number of class **meetings per term**

Total Minutes in Class for this Course (auto-calculated)

Method of Evaluation

Description of Course

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## **CERTIFICATION STATEMENT**

I certify that the information is complete and true to the best of my knowledge and belief. I agree to promptly notify the Office of International Affairs of any changes in the information I have provided. I understand that providing misleading information or delaying updated information until the semester's completion could lead to non-approved coursework, which could directly affect qualification for graduation.

Submitted by Student

Received by Lauren Owens, Director of International Affairs

Received by Claire Wallace, Registrar and Associate Dean for Academic Affairs