



## Georgia Institute of Technology 转学分指导

### 转学分信息：

1. 成绩达 C 或者 C 以上可以转学分，并不计入 GPA。
2. 暑期课程最多转回 6-9 个学分。

### 5 步转学分流程：

Step1 登陆官网 [www.auiaschool.com](http://www.auiaschool.com) 查看需要上的 AUIA 课程，下载课程描述及课程大纲。

Step2 下载并打印 Foreign Credit Approval Form

([https://oie.gatech.edu/sites/default/files/foreign\\_credit\\_approval\\_form\\_for\\_exchange\\_0.pdf](https://oie.gatech.edu/sites/default/files/foreign_credit_approval_form_for_exchange_0.pdf))去相对应的 department 告知 Advisor 有上暑课的意向，将 AUIA 的课程描述及课程大纲给 Advisor 评估可以上哪些课程并签字确认。

Step3 找 OIE 的 advisor 签字确认。

Step4 暑假去 AUIA 国际暑期学校上课，成绩达到 C 或者 C 以上。

Step5 课程结束后，成绩单会从 AUIA 举办暑期课程的大学直接寄送到学校 Georgia Tech Office of International Education。

### Mailing address

Georgia Tech Office of International Education,  
631 Cherry St, 211 Savant Building,  
Atlanta, GA 30332-0284  
Phone: 404-894-7475

更多转学分信息，请向校园大使或者 AUIA 国际暑期学校客服老师咨询

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## 学校官网转学分政策：

### Approving Foreign Credit

<https://www.oie.gatech.edu/content/approving-foreign-credit>

This page is a resource to faculty and staff who review foreign courses and approve foreign transfer credit. Below you will find suggestions and best practices, as well as a guide to computing the correct number of foreign transfer credits from our foreign partner schools. OIE thanks you for your support of GT's study abroad programs!

How Much GT Credit is a Course Worth?

When an exchange is started, OIE works with the partner school and the GT Registrar to determine the credit conversion. This ratio is based on contact hours, as well as information such as numbers of weeks in a term, the number of credits for a typical course at the host university, and the average course load per term. This ratio is consistent for all courses at that university, unless otherwise noted.

When approving transfer credits, please refer to this document, which lists the credit conversions for each of our partner schools. If you are reviewing courses from a school not listed, please contact OIE. You must calculate the number of credits for each individual course, and you must round down to the nearest whole number.

If a course from abroad does not turn out to equal enough credits for a particular GT course, you have a few options:

Award elective credit (i.e. ME 2XXX for 2 credits)

Award elective credit and make a note that the student can make up the missing credit(s) of a certain course once student has returned to GT.

Make a note that a student can combine two courses to "make" one, possibly yielding extra credits as a result.

If a course from abroad is worth more GT credits than needed to equal a GT course, you can:

Assign the extra credit as "Free \_XXX"

Assign the extra credit in your department (i.e. HTS \_XXX)

What Should Students Supply to Help You Evaluate Courses?

Ideally, students would be able to provide detailed syllabi or descriptions for each course they would like to have reviewed well before they depart for their exchange programs. Many exchange partners have online course catalogs that provide at least a course description, and in some cases, full syllabi. If you require a detailed syllabus to evaluate the course, please have the student ask their Exchange Advisor to try to get this from the host university. For some exchange partners, no course information is available to the student or Exchange Advisor before a student arrives at the host university and enrolls in courses. In this case, the student will have to request transfer credit approvals via e-mail from abroad.

How to Complete the Foreign Credit Approval (FCA) Form

Students should provide a copy of OIE's Foreign Credit Approval (FCA) Form for you to fill in. In the "Courses

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to be Taken Abroad” section, please fill in the Foreign Course Title, the Foreign Course Number (if there is one), and the number of credits that course is at the host institution. In the “GT Course Equivalent” section, please fill in the equivalent GT course number (e.g. MATH 2403, MATH 2XXX, FREE 4XXX) and number of GT credits, then sign the Signature Required line. If you are the student's academic advisor, you can also sign the "Major School Signature" line. Feel free to make notes on the FCA as necessary.

#### How to Approve Foreign Credit Over E-mail

The student should utilize the e-mail template provided to them in the FCA instructions prepared by OIE. The student should attach the course syllabus or include a link to the course syllabus if it's available online. Please include the appropriate Exchange Advisor on your response so it can be added to the student's file. (Link to Education Abroad advisors) Please write your evaluation in a format similar to the FCA format, e.g. IE 100 at Host University is equivalent to ISYE 2000. If the course will yield extra credits, please indicate if you would like them to be departmental elective credits or FREE elective credits.

Typically, if a student is requesting foreign credit approval via e-mail from abroad, it is because they did not have sufficient course information available to them ahead of time. In this situation, they usually only have a few days to add/drop courses and are very worried that they will inadvertently register for a course that will not transfer. We advise students to allow up to 2 weeks for a response, and we advise students to courteously explain if they have a particularly urgent request. If you feel that you usually need more than 2 weeks to review transfer credit requests, please inform OIE so we can make a note of this in our FCA instructions. Please do not hesitate to contact OIE if you encounter problems or have concerns with e-mail transfer credit approval requests.

#### Granting Standing Foreign Credit Approval

On the FCA, you will see two columns on the right-hand side: “Check for One-Time-Only Approval” and “Check for Standing Approval”. Please check one of these boxes when you complete your evaluation. OIE is working with the Registrar to include our exchange partners’ courses in their Transfer Equivalency Database. If you feel that a course could be evaluated similarly in the future, giving it standing approval will allow the Registrar to include the course in the database. Students enrolling in that course in the future would not have to seek individual approval; they would automatically be awarded the credit per the Equivalency Database. The courses in the Equivalency Database will be reviewed every five years.

In addition, if are interested in reviewing courses from a particular partner school in bulk, please contact OIE. We have been working with certain departments over the past few years to give standing approval to courses at strategically chosen partner schools. This effort has resulted in a few positive outcomes:

Departments have been able to identify partner schools whose curriculum matches up well with ours, thereby sending students on exchange programs that work particularly well for their majors.

Faculty/Staff have to spend less time reviewing individual requests for transfer credit.

Students spend less time working on obtaining transfer credit approvals.

Participation has increased in the exchange programs which have a large number of courses with standing transfer credit approval.

#### Notes

If the contact person in your department changes, please inform OIE.

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# AUIA国际暑期学校

AUIA International Summer School

306, #88 ZHENGXUE ROAD,  
YANGPU, SHANGHAI, CHINA

Please send all FCAs to the appropriate Education Abroad advisor.

Please do not send transfer credit approvals to the Registrar.

For foreign credit transfer, only the FCA or e-mail is needed for the Registrar to process the credits. You do NOT need to complete a non-resident credit report.

If you have specific requirements for your department, please inform OIE so we can include this information in our FCA instructions.

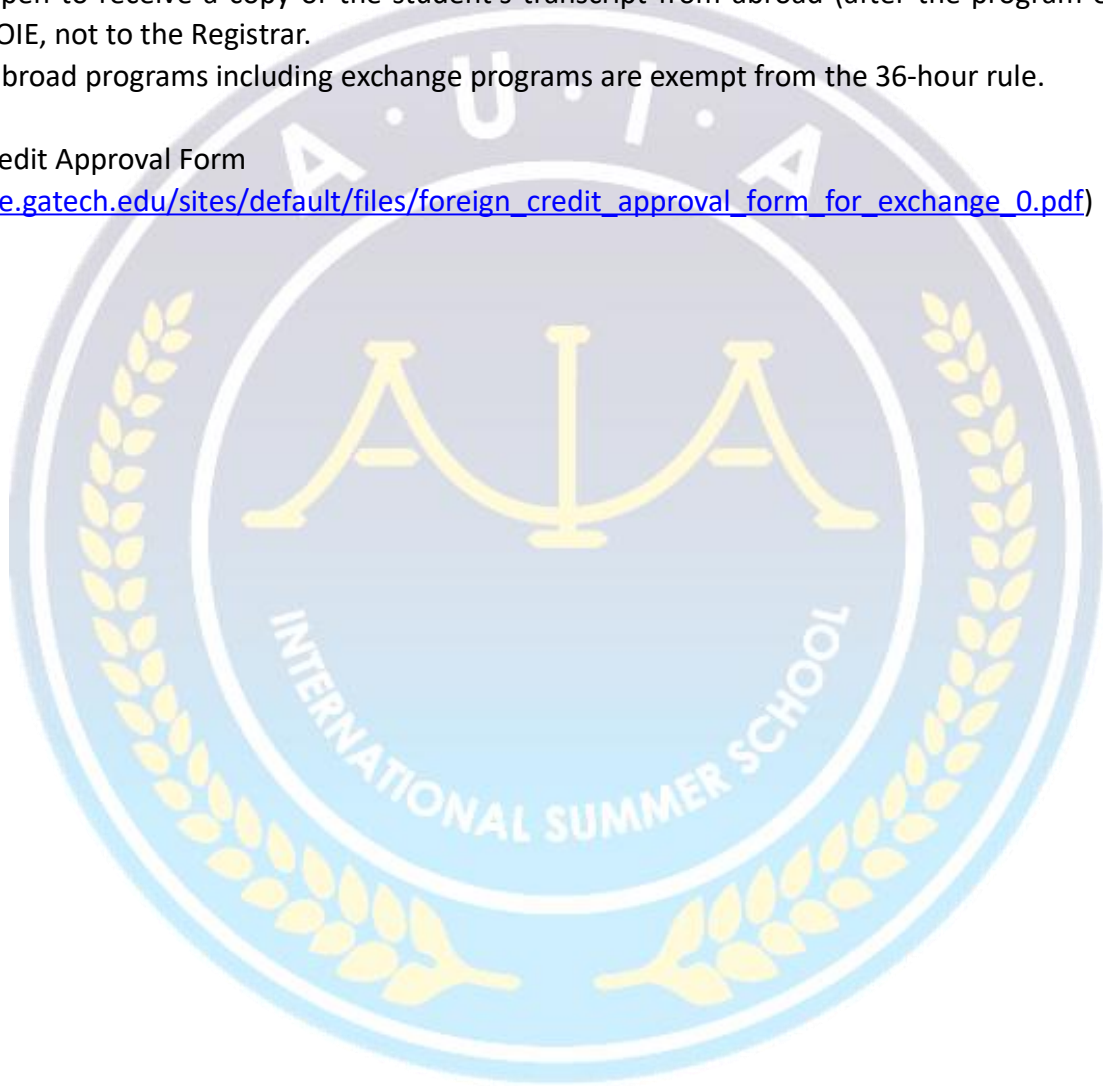
If you happen to receive a copy of the student's transcript from abroad (after the program ends), please send it to OIE, not to the Registrar.

GT study abroad programs including exchange programs are exempt from the 36-hour rule.

Forms

Foreign Credit Approval Form

[https://oie.gatech.edu/sites/default/files/foreign\\_credit\\_approval\\_form\\_for\\_exchange\\_0.pdf](https://oie.gatech.edu/sites/default/files/foreign_credit_approval_form_for_exchange_0.pdf)



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## AUIA 课程对应 Georgia Tech 课程

### 台北校区---国立台湾科技大学

AUIA 课程代码	AUIA 课程名称	Georgia Tech 课程代码
ACCT 111	Financial Accounting	
ACCT 112	Managerial Accounting	
ANTH 105	Introduction to Anthropology	
ART 101	History of Art: Prehistory to Postmodernism	
BIOL 101	Introduction to Biology	
CHEM 101	Introduction to Chemistry	
ECON 101	Principles of Microeconomics	
ECON 102	Principles of Macroeconomics	
ECON 302	Money, Banking and Financial Market	
ENG 101	English Literature	
ENG 102	Public Speaking	
ENG 104	College Writing	
ENG 105	Introduction to Film and Film Theory	
FIN 101	Introduction to Finance	
HIS 105	Introduction to American History	
HIS 120	Introduction to World History	
MATH 111	Calculus 1	
MATH 122	Calculus 2	
MATH 200	Linear Algebra and Differential Equations	
MATH 300	Multivariable Calculus	
PHIL 101	Introduction to Philosophy-From Plato to Fanon	
PSC 101	Introduction to Comparative Politics	
PSY 101	Introduction to Psychology	
SOC 111	Introduction to Sociology	

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首尔校区---韩国外国语大学

AUIA 课程代码	AUIA 课程名称	课程代码
ACCT 111	Financial Accounting	
ACCT 112	Managerial Accounting	
ANTH 105	Introduction to Anthropology	
BUS 202	International Business	
BUS 203	Organizational Behavior	
ECON 101	Principles of Microeconomics	
ECON 102	Principles of Macroeconomics	
ECON 203	Business Statistics	
HIS 101	Introduction to Modern East Asian History	
HIS 102	Introduction to World History	
KORN 101	Introduction to Korean Language	
MKT 201	Principles of Marketing	
MKT 301	Consumer Behavior	
PHIL 101	Introduction to Philosophy	
PHIL 201	Introduction to Ethics	
PSY 101	Introduction to Psychology	
RELG 101	Introduction to Religions	
SOC 111	Introduction to Sociology	

【说明】以上对应课程信息仅供参考，具体对应课程情况以每位学员自主审课结果为准。

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