



We are thrilled that you would like to earn college credit for your experience with Loop Abroad. This document contains all the information you need on the process for receiving college credit. **If you are requesting credit from Iowa Wesleyan, you must submit the request form and payment at least one month before your program begins.**

It can be difficult or impossible to get college credit after your program takes place, so you'll want to make your decisions about pursuing college credit as soon as possible.

Iowa Wesleyan University (IW) is Loop Abroad's School of Record. IW is a four-year, non-profit university in Iowa. You can choose to receive credit from Iowa Wesleyan University for most Loop Abroad programs. You won't attend Iowa Wesleyan University and the courses do not take place there, but you can receive an official IW transcript for your courses with Loop Abroad.

Below, please find all the information you need on how to get college credit for your Loop Abroad program(s).

### **Paths to Receiving College Credit:**

There are a number of ways in which you can earn credit for your Loop Abroad experience. You just have to decide which one is right for you!

- (1) Get credit from Iowa Wesleyan University.** You may select to receive credit for your program through Iowa Wesleyan University. If you make this selection, you will receive an official transcript from Iowa Wesleyan University for your course(s). In general, a two-week program is three credits. Credit options are available for most programs.

This option carries a fee of \$360 per term from Iowa Wesleyan University. (This fee is not included in your tuition.) To clarify, whether you took 1, 2 or more classes in the Loop Abroad summer session, for example, your fee would be \$360 for your credit and official transcript from Iowa Wesleyan University.

The fee for credit and transcript from Iowa Wesleyan University for Veterinary Semester Abroad programs, including the Thailand Veterinary Semester Abroad and the Global Veterinary Semester Abroad, is included in the Veterinary Semester Abroad tuition.

- (2) Get credit from Iowa Wesleyan University and have that credit transferred to your current college or university.** This option is the same as Option 1, but you also arrange for your current college or university to accept the credit from Iowa Wesleyan University as transfer credit (just as if you took a summer course or did a semester abroad at Iowa Wesleyan University and wanted the course to appear on your transcript from your home college and count toward your requirements there).

For this option, you should talk to your school about getting the transfer credit approved. Your school will likely want to see the syllabus for the course (available [here](#)), and may require other information or additional forms as well - you can send those to [admissions@loopabroad.com](mailto:admissions@loopabroad.com) for assistance. Your school may require you to take the course graded in order for the credit to transfer (more information on this below). It is your responsibility to ensure that your Iowa Wesleyan University credit will transfer and to ensure that you meet all the requirements for the transfer.

This option carries a fee of \$360 per transcript term from Iowa Wesleyan University (not included in your tuition), and may carry additional fees from your college or university. This transcript fee (\$360) from Iowa Wesleyan can include more than one Loop Abroad course during a program season. For example, if you're enrolled in Thailand College Veterinary Service and the Australia Veterinary Service programs in the same summer and request credit from IW for each course, both courses can be listed on the transcript you receive from IW for the \$360 single credit and transcript fee. However, if you were to enroll in one program in summer 2018 and request a transcript, and then return in 2019 for another program, you would pay the transcript fee each time.

- (3) Get credit directly from your current college or university.** You can petition your college or university to get internship, research, or other credits directly through your home institution. With this option, you can receive a Certificate of Completion from Loop Abroad upon request. Your school will likely require additional paperwork or information, which you can email to [admissions@loopabroad.com](mailto:admissions@loopabroad.com). Your school may also require additional work from you, such as a paper or presentation.

This option does not have any fees from Loop Abroad or our School of Record, but may have fees from your school.

## **Which Credit Option Should I Choose?**

You do not have to pursue college credit for your Loop Abroad program(s): it's completely optional. If you'd like to receive credit and aren't sure which option is best for you, here are some factors to consider:

- If you are currently not enrolled in college or university, it is likely that Option 1 above is the only method for receiving college credit. If you attend a college or university in the future, whether or not they accept the transfer credit is at their discretion.
- If you know that you want credit but don't need it to meet graduation requirements, you might find that Option 1 above is the easiest choice, as it doesn't require any approval from your current college or university.
- If you want credit to count toward your graduation requirements and to be on your transcript for your current college or university, you would want to consider Option 2 and Option 3. Option 2 is generally a more straightforward process, since every college and university has a process in place for accepting transfer credits from other universities. Option 2 may or may not be cheaper, depending on your school fees.
- Options 2 and 3 may make you eligible to use federal financial aid toward your Loop Abroad tuition.

Loop Abroad is happy to support you in any of these three options. We can complete performance reviews and forms for Option 3, but cannot provide additional graded assignments for that Option. However, your school may assign you and grade additional assignments if it so requires.

## **Types of Credit: Graded (A-F) or Pass/Fail**

You can choose whether to take your Loop Abroad courses graded (A-F) or Pass/Fail (P/F). If you are receiving credit from Iowa Wesleyan University, your assignments will be the same whether you choose the graded or Pass/Fail option - for Pass/Fail selections, grades of a 70% or higher will be graded as "Pass" and grades below 70% will be graded as "Fail."

Which one is the best option for you?

**For semester courses** (if you are enrolled in the 14-week Veterinary Semester Abroad in Thailand or the 12-week Global Veterinary Semester Abroad), most students choose to take all the courses as graded (A-F). However, if you have one course where the credits won't transfer to your school or where you don't plan to use the credits toward any requirements, you may request from Loop Abroad to take that course Pass/Fail. This choice will not affect the curriculum, the exam schedule, or the tuition.

**For short-term courses** (including two-week programs in Thailand, South Africa, Ecuador, and Australia), you can choose to take the course Pass/Fail or graded. Both options include an in-course presentation and test during the program, and a writing assignment that must be

completed with five (5) days of the end of the program. You will learn everything you need to succeed at the graded course during the program -- no prerequisites are required. You can find detailed information in the “grading” and “assignments and points” section of the course syllabi, available [here](#).

**If you are unsure whether to choose graded or P/F, consider the following factors:**

- Both the graded and pass/fail options include the same assignments and assessments.
- Your current college or university may require a graded course in order to accept the transfer credit. If you are considering the P/F option, you should check with your school if transferring credit is important to you.
- Both graded and P/F options will provide you with an official transcript from Iowa Wesleyan University.

If you choose to get credit directly from your school without getting credit from Iowa Wesleyan University, you will follow your school’s restrictions with regards to whether credit will be graded or pass/fail, and what is required. Loop Abroad cannot provide you a grade. In this case, Loop Abroad can provide you with an Certificate of Completion upon request.

**How to get College Credit**

1. **Choose the Best Option for You.** If you are currently enrolled at a college or university, talk to your academic advisor, study abroad office, registrar’s office, and/or department head to ensure you’ve found the right credit option for you.
2. **If Choosing Option 3 (credit directly from your school), Contact Us.** If you will be pursuing credit directly from your school, please email [admissions@loopabroad.com](mailto:admissions@loopabroad.com) and provide them with:
  - a. Your name
  - b. Your program and dates
  - c. Your college or university name
  - d. How many credits you are earning
  - e. What the credits will be called on your transcript (internship, research, etc)
  - f. Name of advisor who approved the credits
  - g. Contact info for advisor who approved the credits
  - h. Any additional forms/paperwork that need to be completed

We need to have this information on file in order to communicate effectively with your school. This information can also help future students from your school who may want to receive credit. Please provide this information **before** your Loop program begins. We may be able to accommodate requests pertaining to credit after your program is complete, but we can help you much more easily if you submit your request beforehand.

**3. If Choosing Option 1 or 2 (credit from Iowa Wesleyan University), sign up.** You can sign up for your college credit options [here](#). A fee of \$360 per course is due upon completion of the form.

Some helpful tips on completing the college credit form:

- You cannot change your selection once it is made and paid for. Please choose carefully whether you would like to take the course graded or Pass/Fail. (See the “Types of Credit” section above for advice on making your selection of graded or Pass/Fail.) If you have questions about which course is yours, please email [admissions@loopabroad.com](mailto:admissions@loopabroad.com).
- You do not need to select credit for any or all of your courses. If you’re attending two programs but only want credit for one, just select the one you want credit for. If you don’t want credit for any programs, don’t complete the form at all.
- Completing this form and paying the \$360 per course fee enrolls you in the Iowa Wesleyan University course and includes one official transcript with your courses listed. You can order additional transcripts from Iowa Wesleyan if needed for a small additional fee at any time.
- You will receive a Student ID number for your transcript at IW. Loop Abroad will receive this number from Iowa Wesleyan and share it with you prior to the start of your program.
- Your official transcript will be issued by mail according to the following schedule:
  - For short-term programs and summer semester programs, transcripts will be issued 60 days after the last day of the program. For a rush fee of \$50, transcripts will be issued 30 days after the last day of the program.
  - For the Veterinary Semester Abroad in Thailand, all transcripts will be issued 30 days after the last day of the program.
- This form and your transcript fee payment are due by one month (30 days) before your program begins.
- For information on drop and withdrawal deadlines, please contact your Program Director. Dropping or withdrawing from receiving credit will not refund your transcript fee, and it will not affect your program or Loop Abroad tuition in any way. Dropping/ Withdrawing from a Loop Abroad course may affect your eligibility to receive federal funds and scholarships from your school for the Loop Abroad program.

If you have questions or concerns, or you need help with this process, please contact us at [admissions@loopabroad.com](mailto:admissions@loopabroad.com).