Swarthmore College

Latin American Studies
Interdisciplinary Transfer Credit Application
Criteria and Procedures

1. Courses must be pre-approved by the LAS Coordinator in order to be considered for LAS interdisciplinary credit. (Pre-estimation does not guarantee an amount of credit for successful completion of a course. Award of credit will occur upon your return to Swarthmore.)

2. To qualify for LAS credit, courses must be interdisciplinary and have a Latin American focus/content, and may not overlap with department topics/subjects, or fill a specific discipline.

3. Normally, no student will be awarded more credit than would be granted for an equivalent amount of work at Swarthmore.

4. To receive LAS credit, study abroad courses must be pursued in Spanish or Portuguese.

5. If the course pertains to a specific discipline (e.g. Dance, History, Sociology and Anthropology, Environmental Studies, etc.), you must obtain pre-approval from the appropriate department or program. Upon returning to Swarthmore and having been awarded credit from the appropriate department, the student must notify LAS so that the course(s) may be applied to the LAS minor/special major.

6. Internship for LAS Credit: Qualified students may receive LAS credit for an approved study abroad program that provides an opportunity to apply and expand knowledge under expert supervision. These internships should provide a structured learning experience, and must have a clear Latin American interdisciplinary focus. If the internship pertains to a specific discipline (particularly, Sociology and Anthropology, Public Policy, and Environmental Studies), you must submit your dossier to the appropriate department/program. LAS academic credit is awarded for a project that incorporates the hands-on experience of the internship but which also includes an analytic or research component and a final, written report or paper.

7. Students may count up to two study abroad courses toward a LAS minor/special major.

8. Spanish language courses are excluded, and do not count toward a LAS minor/special major. Students are encouraged to take courses that do not duplicate those offered at Swarthmore. LAS will not accept vocational-technical courses.

9. Please complete one form for each course and print/write neatly in English.

10. A copy of your Pre-Estimation of Study Abroad Credit must be attached to the transfer credit application.

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(See reverse side for detailed instructions, procedures and regulations)

Instructions: Please drop off completed form and dossier to the Programs Office: Trotter 107

Date Submitted ________________

Student’s Name______________________________________________________________

Student’s E-mail Address: _____________________________ Class Year _____________

COURSE INFORMATION:

Course Title ________________________________

Institution ___________________________________

City/Country ________________________________

Start Date ________________ Completion Date ________________

Number of Weeks ________________ # Class Hours Per Week ________________

TOTAL NUMBER OF CLASS HOURS _______________

CREDIT(S) REQUESTED: ______ Latin American Studies Credit(s)

DOCUMENTS SUBMITTED:

______ Transcript/Grade (Required) ___Syllabus ____Exams/Essays ___Class Notes

Note: If no syllabus was given, please submit one reconstructed from notes (or memory) describing the material covered in the course, supplementary readings, or projects you completed.

For office use only: Latin American Studies Credit(s) Approved ____________

Date: ___________ LAS Coordinator’s Signature ________________________________

Comment: __________________________________________________________________

The Latin American Studies Program will submit this form, signed by the program coordinator, to the Registrar to have the transfer credit(s) recorded on your transcript.

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