

MSU Exchange Program – Student Application

Course Request Form

Our vast network of colleges, advisers and professors allow us to enroll American Semester Program students in courses throughout the MSU course catalog.

When looking for courses, it is important to think about:

- How many credits do I need to take?
- Do I want to fulfill degree requirements at my home university?
- Will my home university accept the courses I wish to transfer back?
- When is the course offered?
- Are there course pre-requisites or requirements?
- Do I meet these pre-requisites or requirements?
- Are there subjects I have never had a chance to take before but want to at MSU?

Individual course descriptions, prerequisites and semester offerings are located on [schedule of courses](#).

Approval Process, Course Eligibility & Enrollment

Students must be flexible and willing to work with academic advisers at their home institutions to identify courses they wish to take at MSU. If you are a gap year student, working directly with our office is very much preferred. We cannot guarantee requested courses will be approved for any student.

Once you have identified courses of interest, we will work within our network of academic advisers to either enroll students in their requested courses, or offer other options.

Reasons why course access will be denied to an American Semester Program student:

- Student does not meet course pre-requisites
- Student does not have relevant academic experience or history
- The course is not available during the intended semester
- The course is closed to all non degree-seeking students
- The course is a cohort course (unavailable to non-majors)
- The course no longer has seat availability (no open slots)
- The college denies access to the course

Course denial is very common and is not unique to international students. Domestic, degree-seeking students must also meet all above requirements. As such, we greatly suggest American Semester Program students be patient and willing to work with our office and academic advisers to find the best courses for them!

Acceptance into the American Semester Program is dependent on course approvals and enrollments. Once we have a few courses approved for a student, we will work to issue an acceptance letter.

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Course Selection Form

Full Name:	
Field of Study:	
Semester(s) at MSU	

Please choose at least 10 courses you are interested in taking during your first academic semester at MSU. **The section of a course indicates what day and time of the course fits into your schedule.** Not all courses will be available due to enrollment limits and prerequisites. You can use this link to research available courses (make sure to select the proper Semester from the drop down menu): <http://schedule.msu.edu/>

Some MSU courses will require the completion of prerequisite. If you feel you have taken a course at your home institution that will work as a prerequisite, please list that course name the "Prerequisites" column so we can look it up on your transcript.

When submitting this form, it will be important to **send course descriptions in English for the completed prerequisites courses** in addition to the **most recent academic transcript**.

Undergraduate students normally take between 12-15 US credit hours per semester, equivalent to 4-5 individual courses. Graduate students normally take 9-12 US credit hours per semester, which is equivalent to 3-4 academic courses.

NO.	MSU Course Code and Number	Which section? (this determines the exact class time; overlapping classes are not allowed)	MSU Course Title	MSU Number of Credits	Prerequisites (completed at your home institution, as required)
<i>Example</i>	<i>EC 210</i>	<i>001, 002 etc</i>	<i>Economic Principles using Calculus</i>	<i>3</i>	<i>Intro to economics - 101</i>
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