



EMORY  
COLLEGE  
OF ARTS AND  
SCIENCES

# Education Abroad

## Office of International and Summer Programs

### Emory College Semester Study Abroad Program - Credit and Grade Translation Memo

**Program:** IES European Union (Freiburg, Germany)

**Date Revised:** August 2022

When studying abroad, students should be aware that their host institution's or program provider's credit and grading systems may differ from Emory's. The information contained in this memo is correct to the best of Emory College Education Abroad's knowledge as of the date posted above. This memo has been created using information provided by the study abroad program, in consultation with colleagues at other institutions utilizing the same study abroad program, and/or per guidelines or commonly used practices in the field of international education and education abroad. Students should also be aware that changes are possible at any time and should contact Emory College Education Abroad for clarification if any questions or concerns about course enrollment expectations or grading arise.

#### COURSE APPROVAL PROCESS

Students must obtain approval for ALL courses taken abroad and must consult with the appropriate departmental Faculty Study Abroad representative at Emory for course approvals that are **NOT** already blanket approved. Students may **NOT** take classes for which they cannot obtain approval. The Office of International and Summer Programs (OISP) will not process a study abroad transcript until approvals for ALL courses have been received.

#### CREDIT TRANSLATION

Emory will transfer credits as listed on the IES European Union transcript. Students are required to take the equivalent of at least 15 Emory credits per semester. All IES European Union students are required to take the EU Studies Integrative Seminar (4 credits).

**All Emory students MUST take the German language course (4 credits) for a letter grade for the full semester.** In addition to the mandatory German language course and EU Studies Integrative Seminar, Emory students typically take 3-4 elective courses for a total of 17-20 credits for the semester.

#### ADDITIONAL INFORMATION

GER 100 does not satisfy the Emory language requirement. If a student wishes to receive GER 101 or GER 102 credit at Emory, they must meet twice with the DUS or Chair in the Emory German Studies Department. The first departmental advising meeting must take place before the student leaves for study abroad. Upon return to Emory, a second meeting with one of these faculty members is required and an online German Language Placement Test will then be given. This test will determine whether or not a student will obtain the GER 101 or 102 credit equivalency or receive the blanket approved GER 100 credit. Upon completion of this process, the OISP Departmental Faculty Study Abroad Representative for German Studies will send an email to OISP stating the correct Emory course equivalency for the student's Emory transcript.

#### GRADE TRANSLATION

Emory will transfer grades as listed on the IES European Union transcript. Grades will be recorded on the Emory transcript and will factor into the GPA.