

**Off-Campus Study Office
Bates College**

Course Approval Form for a Minor

This form may be used as a Department or Program record of a course (or courses) taken on an off-campus study program that may be applied toward a student's minor at Bates. Most Departments and Programs complete this form only after the course has been completed when the student is able to (a) discuss the course's content, (b) provide a detailed description of the course, including a syllabus, and (c) provide a copy of his or her abroad transcript. The completed form should be kept on file in the department or program offering the minor. Note: Departments and programs may have their own form for recording this information. This form is not required in these cases.

Student's name: _____ Class Year: _____

Department or program offering the minor: _____

This confirms that the course(s) listed below:

taken at: _____

may be applied toward this student's minor requirements at Bates. The course(s) listed above may count as _____ courses toward the minor.

Special conditions, if any:

Signature of the Department/Program Chair

Note: Keep this form for your records

Date