

Rutgers Study Abroad Course Equivalency Guidelines for Students

Database

The RU Study Abroad Course Equivalency Database (<https://studyabroadprograms.rutgers.edu/>) is a searchable index of study abroad courses that have been reviewed and approved by Rutgers faculty for equivalent credit at Rutgers. Please use the database as a reference when you are seeking advisement with your school or department advisor, especially in regards to prerequisites, eligibility requirements etc.

To use the database effectively, it's important to understand the following key points:

- The database is a historical record of the courses students have taken abroad and the RU credit they received. Courses will be considered **approved for a 5-year period** and this will be notated in the last column of the database (i.e., "Approved through Spring 2026"). Students intending to take courses after the approval time period must seek re-approval by filling out a new Course Equivalency Form (CEF). Note: "Approved through Spring 2026" means a student must have taken and successfully completed the course by Spring 2026 for the equivalency to be considered valid.
- Partner schools periodically implement curriculum changes, and courses may change in content or number of credits offered. **If the course title changes or the number of credits are adjusted, a re-evaluation of the course will be necessary.** Students are responsible for making sure information in this database directly corresponds to host university enrollment. Do not make assumptions.
- **Courses listed in this database are not guaranteed to be offered by the partner institution**, so it is imperative for students to begin by looking at the host university course offerings for your given term when selecting courses for study abroad. Additionally, each partner has its own guidelines on what type of coursework it makes available to exchange, study abroad, or visiting students vs. their own degree seeking students.
- **On occasion, a study abroad course in the database is approved by more than one department.** In these cases, you may see multiple entries. Note: While the same course can be used to fulfill multiple graduation requirement if approved by the school advisors, a student can only earn credit/GPA once for the same course.
- **Students are not restricted to the courses solely listed in the database.** If there is course you would like to take that is not in this list, students must get approval through a Course Equivalency Form (CEF). As additional courses are evaluated, they will be incorporated into the record. Again, it is best to begin your course selection and approval processes by looking at the host university course offerings (i.e. Schedule of Classes) for your given term.

Course Equivalency Form (CEF)

When seeking approval for a study abroad course that is **not** listed in the database, students should collect a list of academic materials to bring to their faculty for approval and to submit to RGSA (e.g.

detailed course information from available course catalogs, online course descriptions, and copies of academic syllabi.)

In order for your faculty to effectively review a course, here is the recommended list of materials you should make sure you are providing:

- Partner University Information
- Name of School and Department offering the course
- Assigned readings (e.g. textbook, publications utilized, course materials) when available ...
- List of topics covered throughout the semester
- List of assignments and how grades are computed (% weight of various assignments)
- Contact or Credit hours for each course.
- Any requirement specific to the department and discipline (learning objectives, accreditation, if any, etc.)

This database is a tool to assist your study abroad academic planning and is not intended to replace the academic advising by the schools and departments at both Rutgers and the host university.