

Semester-based Exchange Study Plan

Your Study Plan must be completed electronically. Please use Adobe Reader to complete the form. Prepare your Study Plan as part of the online Exchange application process. You will upload this Study Plan once you have been allocated a host university.

Complete this Study Plan for your 1st preference host university only.

1. Personal Details and Program Information

Full Name:
UQ Student Number: S
Current UQ Program (eg B.Arts):
Major(s)/minor(s) if applicable:

Do you intend to change UQ programs in the next two semesters? Yes No

Intended program:

Semester/year to start intended program:

Please note: Changing UQ programs may affect your eligibility for exchange. Please contact the Internships and Global Experiences team or your Faculty for advice.

2. UQ Credit Availability for Exchange

What kind of UQ credit will be available for your exchange?

Identify what type of credit is available in your UQ program using the progression checks/program planners available through [Applying for exchange](#).

The UQ credit that you have available for exchange will determine the types of courses you need to look for and which host university will be the best fit for your exchange:

a. Compulsory courses (least flexible credit)

A compulsory course is a course that you must successfully complete to meet the requirements of your program. They include core courses and other mandatory courses within a major. You will need to find host university course/s that are at least an 80% match to the content of the UQ compulsory course.

b. Discipline Electives (*limited flexibility*)

Discipline electives allow you to choose from a selection of courses within a discipline or school. You will need to find host university course/s that are in a similar field of study to your UQ discipline or major/minor, but the host university course/s does not have to match an exact UQ course.

c. General Electives *also known as free electives or off-list electives* (most flexible credit)

General electives allow you to study topics that interest you from outside your primary UQ faculty or school. You can find host university course/s across most disciplines, so long as they meet the first year or upper-level course requirements.

If you have a **combination** of the different types of UQ credit, then you will need to go to a host university that can satisfy the least flexible part of your UQ program.

3. Host University Details

Select a host university which satisfies your available UQ credit. Explore your options at [Find a host university](#).

Host University and Country:

Duration of exchange: one semester two semesters

In which semester will you commence the exchange?

UQ Semester Sem 1 (Feb–June) Sem 2 (July–Nov) Year: 20____

Host University Spring/Summer (Jan – July) Autumn/Winter (July – Dec)

Some partner universities require students to choose from a particular field of study (Faculty/Stream/Program/Department/School/Discipline etc). Please see "Academic Matters" tab under "Minimum academic requirements" on the [host university page](#) for more details.

Host University study option for which you are applying:

Study load while on exchange

- You must successfully pass a full time study load at your host institution each semester (as indicated on the [host university page](#)) to be eligible for 8 UQ units towards your UQ program (maximum 8 UQ units possible per semester).
- A reduced study load may be possible following approval from the Internships and Global Experiences team and your UQ Faculty.

Full-time study load at host university = _____ per semester (Eg. 15 credits, 30 ECTS).
= 8 UQ units

The number of individual courses that you will need to take at the host university may vary between 2–14 courses each semester.

Break down the host university study load/course choices by the **weighting** (percentages) of the required UQ units. Eg.

#2 UQ units = 25% of the host university study load

#4 UQ units = 50% of the host university study load

#6 UQ units = 75% of the host university study load

#8 UQ units = 100% of the host university study load

4. Course Details

Your **UQ Faculty decides whether or not Host University courses** can translate into credit towards your UQ program. However **UQ Faculty approval does not guarantee that you will be able to actually enrol in the approved courses** at your host institution. There may be timetable clashes, changes to course catalogues, change of teaching language or high domestic demand for a course which may make certain courses no longer available. Please make sure that your Study Plan is flexible enough to accommodate changes at the last moment (ie. use the most flexible UQ credit during exchange).

How to fill-in the Study Plan Table					
UQ Credit requested	Host University Course Code and Title	Host Credit value	Semester offered at host	UQ Credit Precedents Database ID#	EAIT Academic
<p>List the UQ courses you wish to receive credit for, towards your UQ program, based on your remaining UQ program requirements.</p> <p>You can list your courses using the following abbreviations (see page 1 for an explanation of credit types):</p> <p>a. Compulsory Course as "CC"</p> <p>b. Discipline Elective as "DE"</p> <p>c. General Elective</p> <p>If it takes multiple host university courses to cover the content of one UQ course, please list the additional host university courses as "Contributing to above credit" (see example below).</p> <p>If you are required to take an additional course to make up the equivalent full-time study load, the course/s must be approved. Please list the additional host university courses as "Credit compliancy course" (see example below).</p> <p>If you are a dual degree student, please indicate which component of your degree the credit is to be awarded to (see example below).</p>	<p>Search for courses using UQ's Credit Precedents Database (CPD) – creditprecedents.app.uq.edu.au. Not all courses will be listed on the CPD and it is to be used as a guide only.</p> <p>AND</p> <p>Use the links on the UQ website to access the host university's course catalogue or lists of courses available for exchange students.</p> <p>If you are seeking approval for a course that is not listed on the CPD, or if the Review Date has passed, you need to attach a course profile providing the following information:</p> <ul style="list-style-type: none"> • Course description; • Aims and objectives; • Number of contact hours per week or per semester; • Required reading; • Assessment; • Credit/Unit/ECTS value. <p>Ensure your courses are:</p> <ul style="list-style-type: none"> • Available in the correct semester for your exchange. • At the right level (eg. undergraduate). • In a language in which you have at least above intermediate proficiency • Not restricted by the host institution for exchange students. • Suitable for your level of study in the discipline (ie. you have met any pre-requisites). <p>EAIT students must consult with an academic advisor to obtain academic endorsement before uploading this to your online application</p>	<p>List enough courses to make up a full-time study load at the host university.</p> <p>This could be anywhere between 2–14 courses.</p>	<p>Eg. Autumn, Spring, Summer, Winter, Term 1, Block 2, Quarter 3</p> <p>Make sure the courses selected are going to be offered in the semester you are on exchange.</p>	<p>If you can find the course equivalency on the Credit Precedent Database, please list the database ID number.</p> <p>If the credit precedent review date has passed, you will need to provide a full host course profile.</p>	<p>This column is for EAIT Academic Advisers to show their endorsement of the host courses.</p>
Examples					
DE: Level 3 Finance major (toward BCom component)	MN20211 – Advanced Corporate Finance	6 ECTS	Fall	12568	
DE: BCom Level 3 Finance major	MN30509 – Behavioural Finance	4 NQF	Fall or Spring	12570	
** Contributing to above credit **	MN30126 - Organisational Behaviours	3 NQF	Fall	N/A	
General Elective (toward DipLang)	CHE30600 – Design Staged Separation Process	6 SWS	Term 2	N/A	
CC: JOUR2811 - Journalism in Text	(no code) Basics of Journalism	6 Points	Block 3	217	
DE: BScience Level 2 Psychology major	PSYC465 Health Psychology	3 Credits	Spring	N/A	
Credit compliancy course	ABCT2326 Human Physiology	2 Tani	Semester 2	N/A	
General Elective (toward BArts component)	55010 Lengua Española Avanzado 2	4 Units	Trimester 1	23916	

Student Name:

Student Number: S

Host University:

UQ Semester of Exchange:

Preferred courses – List enough host university courses to make up a full-time study load at the host university					
UQ Credit requested	Host University Course Code and Title	Host Credit value	Semester offered at host	CPD ID#	EAIT Academic
<input type="checkbox"/> Please tick if you intend to seek credit for only #6 UQ units towards your UQ program from your exchange		Total host study load			
Back-up courses – List another full-time load of host university courses as back-up options					
		Total host study load			

5. Faculty of Engineering, Architecture and IT Students Only: Academic Adviser Recommendation	
Academic Adviser Signature:	School:
Printed name:	Date:

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