



## Course and Title (from catalog)

Academic Semester/Term:

### *Course description (from catalog):*

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#### **SECTION 1: CONTACT INFORMATION**

*This section should include both on-campus contact information and contact information while abroad for the instructor and, if applicable, any program assistants.*

#### **SECTION 2: LEARNING OUTCOMES AND COURSE OBJECTIVES**

*This section should include the objectives of the course, departmental or school-generated student learning outcomes if applicable, and objectives related to global learning outcomes.*

#### **SECTION 3: REQUIRED AND RECOMMENDED READINGS**

*This section should include all required and recommended readings for the course.*

#### **SECTION 3: COURSE DELIVERABLES**

*This section should include policies concerning required assignments, examinations, term papers, pre-departure orientations and class meetings.*

#### **SECTION 4: GRADING**

*This section should include policies concerning grading and provide a breakdown of grading weights, how late assignments are handled, and clearly summarize which deliverables are due prior to departure, while abroad, and after the program concludes. Please note, while course deliverables can be due after the trip abroad concludes, all grades are due by the grading deadline as determined by the part of term.*

#### **SECTION 4: DUE DATES**

*This section should include due dates for major exams and other assignments. Additionally, it should be clear what deliverables are due before and after the study abroad trip and which are due while in-country.*

#### **SECTION 5: ABSCENCES**

*This section should include policies regarding student absences from classes and from examinations, including the final examinations. Additionally, it should include absence policies while in-country and identify which excursions/activities are mandatory or voluntary.*

#### **SECTION 6: HONOR CODE AND BEHAVIOR**

*This section should include a statement describing Texas State's Honor Code policy and a web reference to the policy. This section should also include a statement on student conduct, and the instructor's right to expel students from the program for disciplinary reasons.*

#### **SECTION 7: DISABILITY STATEMENT**

*This section should affirm the University's commitment to make every effort to provide reasonable and appropriate accommodations to students with disabilities and the process for seeking special accommodations.*

**SECTION 8: RISK ASSESSMENT**

*This section should include a statement regarding country risk reports and how to access additional risk and safety information while traveling abroad, e.g., ISOS, U.S. Department of State, etc. This section should affirm the program has an emergency action plan.*

**SECTION 9: COURSE OUTLINE**

*This section should provide a course outline for the term linking class activities (including excursions, field trips, etc.) and assignments with course objectives and/or learning outcomes. The course outline should also include the program schedule for all on-campus and abroad activities including dates, locations, topics, and transportation details (as applicable).*