UQ ABROAD FAQs

ACADEMICS

a. **How do I know what courses to take at the host university? How do I find courses to take on exchange?**

b. **How do I prepare a study plan?**

c. **What if I can’t find course descriptions for my study plan?**

d. **How many courses do I have to take?**

e. **Do the grades from my exchange studies count towards my GPA at UQ?**

f. **If I am doing a double degree do I have to do courses from both faculties?**

g. **If taking courses towards a dual degree, do I get my courses for exchange approved by both faculties?**

h. **Can I do my Honours year overseas?**

i. **Can I go on exchange in a post-graduate degree?**

j. **Can I get credit for my studies overseas?**

k. **What if I can’t enrol in my pre-approved courses at the host university?**

l. **Does going on exchange extend my degree?**

**a. How do I know what courses to take at the host university? How do I find courses to take on exchange?**

Firstly, complete a graduation check, either on-line by yourself or done by your faculty, to determine what courses are left to complete your degree program requirements and, therefore, what you should be taking on exchange.

Next, go to the host university’s page on the UQ Abroad website, access the host university’s website or list of courses and search for courses similar to those you need to complete as identified by your graduation check.

Your faculty may have a list of appropriate pre-approved courses available at partner universities so make sure you visit your faculty office for course selection advice.

Finally, select appropriate courses and write down the titles and course codes on the study plan. Make sure that you have selected enough courses to make up more than a full time load of study at your host university (try to find roughly double the required number of courses).

**TIP!** Save your electives to take on exchange.

**b. How do I prepare a study plan?**

Your detailed study plan should include:

- The title of the course at your host institution (including the course code if available)
- The credit value of the course at the host university (in credits/ECTS/hours)
- The UQ Equivalent course which may be listed as:
  - An elective (Introductory or Advanced)
  - A course towards a major (eg, History, Business Management, Drama)

**DON’T FORGET!** If the course you are getting approval for is not an elective you must provide a copy of the course profile/outline from the host university website.
c. **What if I can’t find course descriptions for my study plan?**
Many universities have limited course information on the institution’s website. If your Academic Advisor requires more information to be able to approve the course, please contact your UQ Abroad adviser. (Details on who looks after your country portfolio are available under ‘Contact Us’ on the UQ Abroad website). **PLEASE DO NOT CONTACT THE HOST UNIVERSITY DIRECTLY AT THIS STAGE.**

d. **How many courses do I have to take?**
On the UQ Abroad website, on each university’s page you will find the ‘Full Time Load Equivalent’. This is usually written as credits, ECTS, hours, or courses. To be able to transfer a ‘full time load’ (#8 units) of study back to your UQ degree you must complete the full time load of study listed for your host university.

**For Example:** Purdue University (USA) – full time load = 15 credits per semester. A student must complete 15 credits of approved study at Purdue to gain #8 units of credit back at UQ. This is generally achieved by completing 5 x 3 credit point subjects at Purdue.

e. **Do the grades from my exchange studies count towards my GPA at UQ?**
No, the grades you receive at your host university do not count towards your UQ GPA. If you have successfully passed all of your (pre-approved) courses at the host university (according to the host university passing requirements), you should receive credit towards your UQ degree. You will receive an official transcript from your host university showing the grades you received while abroad, but again, these will not count towards your degree at UQ.

f. **If I am doing a double degree do I have to complete courses from both faculties?**
You can choose to take courses from either/both of your faculties while overseas if your host university allows enrolment across different faculties. Please note:

- Some host universities may restrict your study to only one school/faculty within their university which would mean you would not be able to study across different fields (please see the ‘additional information’ on the host university page on the UQ Abroad website for any exclusions).
- You will need to submit two separate study plans to your faculties.

**Tip!** Try and save up your elective courses for your exchange overseas. These will be much easier to get approved by your faculty, and it provides you with more flexibility when you arrive at the host university.

g. **If taking courses towards a dual degree, do I get my courses for exchange approved by both faculties?**
Yes, submit a separate study plan to each faculty, ensuring that you mention on the study plan that you are getting other courses approved at a different faculty so each faculty will be aware that you will be completing a full-time study load. Also ensure that you have provided UQ Abroad with a copy of both study plans as part of your application.

h. **Can I do my Honours year overseas?**
No. You cannot complete your honours on exchange as it often includes a research/thesis element which must be completed at UQ.

i. **Can I go on exchange in a post-graduate degree?**
Course work Master’s students are eligible to apply for the UQ Abroad exchange program, however there may be restrictions to your program, so please ensure that you meet with an academic advisor from your faculty to confirm if you are eligible for exchange. You should also be aware that not all of
the partner universities accept post-graduate students on exchange so make sure you discuss your destination options with UQ Abroad. Postgraduate students use the same application process as undergraduates.

j. **Can I get credit for my studies overseas?**
Yes, as that is the whole point behind an exchange: you study overseas but gain credit towards your home degree. You will receive credit towards your UQ degree as long as you enrol in and pass the courses that were pre-approved by your faculty.

k. **What if I can’t enrol in my pre-approved courses at the host university?**
It is quite common for students to have difficulties getting into the courses they have had approved for their exchange. In some universities, courses fill up and extra lecture hours are not added; in others, programs change and the courses you selected may no longer be offered.

If you have to get new courses approved, make sure you take the following steps:
- Gather information/course profiles for the new course/s, including a description of the topics covered, contact hours, methods of assessment, texts used, level (introductory/advanced) and the credit value of the course.
- Email the new course information to the contact at your faculty, copying in your UQ Abroad adviser.
- If the course is approved, keep all communication you have had with the faculty to ensure ease of credit transfer on return to UQ.

l. **Does going on exchange extend my degree?**
As long as you study courses that have been pre-approved by your faculty and do not fail any of them, your UQ degree program should not be extended at all.