



Academic Guide for CSU IP Participants for 2026-27

This Guide applies to CSU students who attend CSU IP programs in Summer 2026, Fall 2026, Spring 2027 and calendar year programs which begin in Spring 2027.

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Introduction

This guide is for **CSU International Programs (CSU IP)** students participating in programs in **Summer 2026, Fall 2026, Spring 2027, or during the 2027 calendar year**. It explains how studying abroad through CSU IP affects your **academic record, degree progress, and graduation timeline**.

The guide is designed to help you:

- plan your coursework before departure,
- make informed academic decisions while abroad, and
- understand how courses, units, and grades are reported after your program ends.

This publication has **two sections**:

- **Section 1: Academic Planning and Reporting** explains what to plan for and what to expect **before, during, and after** your study abroad program, including how academic reporting works.
- **Section 2: Academic Policies** outlines the **official academic rules** that apply to all CSU IP participants, including policies related to eligibility, enrollment, unit requirements, grading, course changes, and academic standing.

You are responsible for reading and following **both sections**, along with the **Academic Bulletin for your specific program**, which defines program-level academic requirements and exceptions.

The Academic Toolkit

Throughout this guide, the **Academic Toolkit** in the CSU IP portal is referenced. The Academic Toolkit is the **primary system** for accessing academic information related to your CSU IP program, including academic forms, publications, and resources.

Depending on your program and circumstances, you may be required to submit academic forms, such as:

- registration or enrollment confirmation forms,
- course description forms (when a syllabus is not available),
- petitions or requests for academic exceptions, or
- grading option requests.

Forms and instructions are provided in the Academic Toolkit. You are expected to **read all instructions carefully**, submit complete information, and **check the Academic Toolkit regularly**, even when you are not expecting to submit materials immediately.

Your Responsibility as a Student

It is your responsibility to read the information in this guide **in conjunction with the Academic Bulletin for your study center** to understand how your study abroad program applies to your CSU degree.

Using this guide does not replace your responsibility to:

- read official instructions sent by CSU IP,
- follow academic policies, procedures, and instructions issued by your study center or host institution, including registration processes, attendance expectations, and academic deadlines.
- complete required academic forms and submissions on time,
- consult your home CSU campus academic advisor about degree requirements, and
- ask questions early if you are unsure how a requirement applies to you.

Section 1. Academic Planning and Reporting

This section is designed to help you **plan your academics, understand academic expectations, and prepare for academic reporting** before, during, and after your study abroad program. Official academic rules and requirements are presented separately in **Section 2: Academic Policies**.

Specifically, this section will help you:

- understand how studying abroad fits into your CSU degree,
- plan your courses and unit load before departure,
- understand academic expectations and your responsibilities while participating in CSU IP,
- make informed academic decisions while abroad,
- avoid common issues that delay credit, reporting, or graduation, and
- know what to expect after your program ends, including when and how your courses and grades are reported to your CSU campus.

Academic planning is not a one-time task. It is an ongoing process that starts before departure, continues while you are abroad, and concludes after your program ends when academic reporting is complete.

To participate in CSU IP, students are required to plan their coursework in advance with the guidance of their home CSU campus academic advisor(s) and to complete the Academic Planning Form (or an equivalent campus-based form, if applicable). This process helps identify which courses you intend to take abroad and how those courses are expected to apply toward your degree. While prior planning and advisor approval are important, course availability, unit values, and final application of credit are determined after coursework is completed and officially reported.

This section also introduces the **academic reporting process**, which is how courses, units, and grades from your study abroad program are officially posted to your CSU academic record. Understanding this process early—especially the timelines involved—is essential, particularly for students who are close to graduation.

1.1 Two Academic Goals All CSU IP Students Share

All CSU IP participants share two academic goals:

1. Make progress toward your CSU degree
2. Maintain your GPA

Every academic requirement, planning step, and deadline exists to support these goals. The purpose of academic planning is to balance both --- earning units that apply to your degree while successfully completing coursework abroad.

These goals should guide your decisions when:

- selecting courses,
- deciding how many units to take, and
- making changes to your enrollment.

1.2 How Credit Works

Courses taken through CSU International Programs (CSU IP) are reported as **resident credit**, not transfer credit. This means that coursework completed abroad is treated as CSU coursework and becomes part of your official CSU academic record.

Courses completed abroad appear on your CSU record after CSU IP completes **academic reporting** at the end of your program. Academic reporting takes time and does not occur immediately when your program ends.

Resident Credit and Matriculation Status

CSU IP admits only matriculated (degree-seeking) CSU students, and coursework completed through CSU IP is reported as resident credit in accordance with CSU policy. Resident credit is contingent on a student's matriculated status at the time of participation and on how the home CSU campus records enrollment.

For summer programs, enrollment and matriculation practices may differ across CSU campuses. While CSU IP reports coursework to the home campus, the home CSU campus determines how credit is posted based on enrollment status and campus-specific policies. Students are encouraged to confirm their enrollment status and credit-posting practices with their home CSU campus, particularly when participating in summer programs.

Why Resident Credit Matters

Because CSU IP coursework is reported as resident credit, studying abroad through CSU IP offers several academic advantages.

Courses taken through CSU IP:

- appear directly on your CSU academic record rather than as transfer credit,
- are fully integrated into your CSU academic history,
- may be applied toward major, minor, or general education requirements according to home campus approval,
- allow you to maintain continuous CSU enrollment status while abroad, and
- are included in your CSU GPA.

For many students, resident credit provides **greater continuity and flexibility** in academic planning than transfer credit. It can simplify degree progress, support graduation planning, and ensure that academic work completed abroad is fully reflected on your CSU record.

At the same time, because resident credit becomes part of your official CSU academic record, **academic performance abroad carries the same weight as coursework completed on campus**. Careful course selection, appropriate unit planning, and active academic engagement are therefore essential.

Because courses abroad are part of your CSU record:

- planning course selection carefully is important,
- withdrawing from courses without approval can have serious academic consequences, and
- performance abroad matters just as much as performance on campus.

1.3 How Courses Apply to Your Degree

How courses abroad apply to your degree—major, minor, general education, or electives—is determined by your **home CSU campus**, not by CSU IP or the study center.

Before departure, you are expected to work with your home CSU campus academic advisor to:

- identify which degree requirements you hope to fulfill abroad,
- understand whether courses will count directly or by substitution, and
- plan for flexibility if courses change or are unavailable.

Even with prior advising or approval:

- course availability abroad is not guaranteed,

- unit values may differ from your home campus, and
- final application of credit is determined after coursework is completed and reported.

Planning early—and approving more than one possible course when appropriate—helps reduce risk.

Financial Aid Considerations

Financial aid eligibility for CSU IP programs is determined by the student’s home CSU campus and is not guaranteed. Eligibility depends on factors such as **degree applicability, enrollment status, and remaining aid eligibility**. Students must consult their **home CSU campus financial aid office** prior to enrollment.

1.4 Who is Responsible for What

CSU IP is responsible for academic oversight and coordination related to CSU IP participation. The responsibilities listed below focus on academic matters relevant to this section. Understanding these roles will help you know where to direct questions and what you are personally responsible for managing.

You are responsible for:

- planning your coursework with your home CSU campus academic advisor,
- meeting CSU IP academic requirements,
- enrolling in the correct number of units,
- submitting required academic forms and documents on time, and
- communicating early if academic issues arise.

Your home CSU campus academic advisor (or appropriate academic advising office) is responsible for:

- advising you on degree requirements,
- determining how coursework applies to your degree, and
- approving substitutions or exceptions according to campus policy.

If you are planning to use study abroad courses to fulfill requirements for general education (GE), your major, and/or a minor, you may need to consult with more than one academic advisor. Different advisors or departments are often responsible for approving coursework in different academic areas, and one advisor may not be able to approve all aspects of your academic plan.

If you are unsure which advisor to contact for a specific requirement, you should start with the study abroad office at your home CSU campus, which can help direct you to the appropriate advisor or advising office.

The study abroad office at your home CSU campus is responsible for:

- coordinating your concurrent campus enrollment while you are abroad, including ensuring that you are enrolled in placeholder units at your home CSU campus to maintain active CSU student status;
- reviewing, facilitating, and coordinating approved registration of online CSU campus courses to be taken during the study abroad period, in accordance with CSU IP requirements;
- assisting with questions about the academic planning process, including guidance on campus-based forms or approvals that may be required prior to departure or while abroad; and
- helping direct you to the appropriate academic advisor or campus office when questions arise about enrollment, course approvals, or degree requirements.

CSU IP is responsible for:

- administering the academic structure of CSU IP programs,
- communicating academic requirements,
- collecting and reporting coursework and grades to CSU campuses, and

- supporting students with academic questions related to CSU IP participation.

Each role is important. Successful academic planning depends on students, campus offices, and CSU IP working together.

While academic advisors, study abroad offices, and overseas study centers provide guidance and support, **they may not make exceptions to CSU IP academic policies**. Final authority for academic policies and program-wide requirements rests with CSU IP.

If you receive guidance that appears to conflict with CSU IP academic requirements, you should seek clarification **before taking action** to avoid unintended academic consequences.

1.5 Why Academic Planning Matters

Most academic problems during study abroad are not caused by a single mistake, but by **insufficient planning or preparation**—such as misunderstanding unit requirements, underestimating course difficulty, or assuming issues can be fixed later.

Using this guide and consulting your Academic Bulletin will help you stay on track and make the most of your academic experience abroad.

1.6 Preparing Academically Before You Go

This section focuses on the academic steps you must complete **before leaving your CSU campus**. Preparing in advance helps ensure you are eligible to participate, understand your program’s academic expectations, and avoid issues that are difficult to resolve once you are abroad. Taking care of these requirements early will put you in a stronger position to succeed academically during your program.

1.6.1 Academic Eligibility and Readiness

Participation in CSU International Programs (CSU IP) is limited to students who meet **academic eligibility requirements** and who are **matriculated (degree-seeking) CSU students**. Students must remain matriculated at their home CSU campus **for the full duration of their study abroad program** in order to participate in CSU IP.

Admission to a CSU campus for a future term does not establish matriculation for an earlier term. **Students admitted for fall are generally not considered matriculated during the preceding summer unless their home CSU campus formally changes the term of admission**. As a result, students admitted for fall who wish to participate in a **summer CSU IP program prior to the start of their fall term must confirm eligibility with their home CSU campus and CSU IP before applying or enrolling**.

Before departure, students are responsible for confirming that they meet **CSU IP eligibility requirements**. If a student’s academic situation changes after acceptance—such as changes to GPA, major, or enrollment status—the student is expected to **consult with the study abroad office at their home CSU campus and notify CSU IP as early as possible**. Early communication allows potential issues to be addressed before they affect program participation, academic planning, or enrollment status.

Meeting academic eligibility requirements and maintaining matriculation are essential to participating in CSU IP and to ensuring that coursework completed abroad can be reported appropriately to the home CSU campus.

1.6.2 Your Pre-Departure Academic Checklist

Once you are abroad, it becomes **much more difficult to resolve academic matters** at your home CSU campus. For this reason, students are expected to complete key academic planning steps **before departure**.

These steps include, but are not limited to:

- meeting with your **home CSU campus academic advisor** to determine which courses to take abroad and how those courses may apply toward **major, minor, and/or general education requirements**;
- changing or adding a **major or minor**, particularly if you plan to take courses abroad that may apply to a second major or minor;
- clearing any **registration or administrative holds** on your campus record;
- withdrawing from any **CSU campus courses** you will not attend while abroad; and
- addressing any **incomplete coursework** from prior terms.

Completing these steps in advance helps reduce stress, prevents administrative delays, and allows you to focus on your academic experience once you are abroad.

1.6.3 The Academic Planning Form

The Academic Planning Form is a required part of CSU IP participation. It documents your intended coursework and how you expect those courses to apply to your degree.

You will use this form to:

- list potential courses you plan to take abroad,
- document advising conversations with your home campus, and
- provide CSU IP with your academic planning information.

Advisor approval on the Academic Planning Form indicates that courses have been reviewed for planning purposes. It does **not** guarantee:

- that courses will be offered abroad,
- that schedules will work out as planned, or
- that final credit will be applied exactly as anticipated.

You should plan for flexibility by identifying alternative courses. Because course availability may change after arrival, students are encouraged to seek approval for multiple course options during the planning process and to consult their academic advisor again if course selections change while abroad.

Course approvals are based on the information available at the time of review. **If detailed course information (such as syllabi or course descriptions) is not available before departure, approvals may be conditional until that information is provided.** Students are responsible for submitting updated course information when it becomes available.

Instructions for completing and submitting the Academic Planning Form are provided in the CSU IP portal.

To plan effectively, students should read this section **in conjunction with Sections 1.7 (Course Selection), 1.8 (Enrollment While You Are Abroad), and 1.9 (Academic Expectations and Responsibilities Abroad)**, which explain how course availability, enrollment requirements, and academic expectations may affect your plans once you are abroad.

1.6.4 Planning for Course Substitution and Approvals

In many cases, courses taken abroad do not match CSU campus courses exactly. When this happens, your campus may require a course substitution or similar approval process.

Before departure, you should:

- ask your advisor how substitutions are handled on your campus,
- learn whether approvals must be completed before or after your program, and
- save documentation (such as email approvals) for your records.

Providing clear course information and planning ahead can reduce delays in credit application after you return.

1.6.5 Special Considerations for Graduating Seniors

Students who plan to graduate soon after study abroad should plan especially carefully.

If you are a graduating senior, a graduate student, or a post-baccalaureate student, you should discuss your timeline in detail with your campus advisor before departure.

Academic reporting from study abroad programs takes time, and degrees are not posted until all coursework has been reported and processed. As a result, it is usually **not possible to graduate in the same term in which your study abroad program ends.**

Understanding this early allows you to plan realistically and avoid surprises later.

1.7 Course Selection

This section explains how to approach **choosing courses abroad** in a way that supports your degree progress and academic success. Because course availability, unit values, and academic structures can differ from your home campus, selecting courses abroad requires flexibility and careful planning. The guidance below will help you make informed choices and prepare for adjustments if needed.

1.7.1 Choosing Courses Abroad

Before selecting courses, you should understand how academics work at your study center. Differences may include:

- how often courses are offered,
- how many units courses carry,
- how courses are assessed (exams, papers, participation), and
- expectations for independent study and classroom attendance.

In non-English-speaking countries, language proficiency can affect which courses you are eligible to take and how successful you will be in those courses. You should be realistic about your language skills and plan accordingly.

Your **Academic Bulletin** is the primary source for understanding the academic structure and expectations of your specific program. Your study center website will also help you to understand your program abroad.

1.7.2 Choosing Courses Strategically

When selecting courses abroad, your goals are to:

- meet CSU IP **program and enrollment requirements**,
- make progress toward your **degree**, and
- maintain your **GPA**.

To support these goals, you should prioritize:

- required courses for your program (such as language or preparatory courses),
- courses that align with your major, minor, or general education requirements, and
- electives that help you meet unit requirements, when applicable.

Course offerings and schedules abroad are **not guaranteed** and are often finalized close to the start of the term. For these reasons, students should not assume they will be able to enroll in specific courses abroad; therefore, students must plan to have **multiple courses approved in advance** by their home CSU campus academic advisor.

In some programs such as those in Germany and in France, course information may not be available until after students arrive at the study center, or course availability may change once registration begins. In these situations, students are expected to **contact their home CSU campus academic advisor promptly after arrival** to seek additional course approvals as options become available. Waiting to request approvals or assuming that courses will be accepted without review can result in enrollment challenges or delays in how courses apply toward degree requirements.

Career Readiness and Elective Coursework

If you have **elective units** to complete while abroad, this can be a valuable opportunity to select courses that help you develop skills and knowledge relevant to the workplace.

Many employers look for graduates who demonstrate **career readiness skills**, such as those identified by the National Association of Colleges and Employers (NACE), including:

- communication,
- critical thinking,
- teamwork,
- professionalism,
- leadership,
- equity and inclusion awareness, and
- career and self-development.

Courses taken abroad can help build these skills in meaningful, applied ways. Examples of courses that may support career readiness include:

- business, economics, or entrepreneurship courses that emphasize analysis, strategy, or global markets;
- communication, media, or writing courses that strengthen professional communication skills;
- courses with group projects or presentations that build teamwork and collaboration;
- courses focused on social issues, sustainability, public policy, or global studies that develop critical thinking and intercultural awareness; and
- internships, service learning, or applied courses, where available and approved.

Career Readiness and Financial Aid Considerations

Courses selected for **career readiness or professional development** must still **apply toward your degree requirements** in order to count toward financial aid eligibility. Students using financial aid are responsible for confirming with their **home CSU campus academic advisor and financial aid office** that elective courses chosen for career development are **degree-applicable** and eligible for financial aid.

Financial aid eligibility is also subject to **program limits and remaining aid availability**, which vary by student and campus. Thoughtful planning can help students gain valuable skills and professional experience **without risking financial aid eligibility or exhausting available aid**.

When selecting electives, consider not only how a course fits your degree requirements, but also **how it can help you articulate skills and experiences to future employers or graduate programs**. Discuss these choices with your academic advisor to ensure they align with both your academic plan and your career goals.

1.7.3 Flexibility is Essential

You should expect some level of change once you arrive abroad. Common reasons include:

- courses not being offered in a given term,
- schedule conflicts,
- placement results (such as language level placement), or
- enrollment limits at the host institution.

Flexibility means:

- identifying backup courses in advance,
- understanding how electives can be used if needed, and
- communicating early with your home CSU campus academic advisor if changes occur.

Planning too narrowly—such as relying on approval for a few specific courses—can increase the risk of enrollment challenges, unit shortfalls, or delays in how courses apply toward degree requirements.

1.7.4 Planning for Units and Course Level

Courses taken abroad may not carry the same **unit values or course levels** as courses at your home CSU campus. Some courses may be:

- worth fewer units than expected,
- structured differently (for example, intensive or modular formats), or
- designated at a different course level (lower-division, upper-division, or graduate level).

Students must plan course selection with **total unit requirements in mind**, not just individual course titles. In some programs—such as those in **France, Japan, and Taiwan**—individual courses may be worth only **one or two units**. As a result, courses may need to be **combined** to meet a **home CSU campus course requirement**, which may carry **three or more units**. In such cases, students are expected to select courses with academic content that aligns with the home CSU campus course or degree requirement (such as a general education category) they are seeking to fulfill, and to consult with their academic advisor to confirm **if and how** those courses may be evaluated together. Advisors can assess suitability when students provide available course information, such as course descriptions or syllabi.

The home CSU campus has authority to review and determine course level and unit applicability. Students are expected to consult with their home CSU campus academic advisor to understand how courses taken abroad will be evaluated and how multiple courses may be combined, if appropriate, to meet degree requirements.

When unit values differ, students may be required to:

- enroll in additional courses, or
- use **degree-applicable electives** to reach required unit totals.

Failure to plan for unit differences in advance may result in **enrollment challenges, unit shortfalls, or failure to meet course requirements needed for major, minor, or general education requirements**.

In other programs, individual courses may carry **more units than a comparable course at the home CSU campus**. This is common in programs such as those in **Germany and the United Kingdom**, as well as in **studio art programs in Italy**, where coursework may be more intensive or studio-based.

When courses exceed the unit value of a home CSU campus course requirement, students should **consult with their home CSU campus academic advisor** to determine how the coursework may be applied. In some cases, a single course may be eligible to **fulfill more than one degree requirement**, depending on course content and

subject to campus policy and advisor approval. Students should not assume that excess units will automatically apply to additional requirements without review.

1.7.5 Language Requirements and Expectations

Most CSU IP programs have **language proficiency requirements** or require enrollment in **specific language courses**. Language expectations vary by program and are outlined in the **Academic Bulletin** for each study center.

With the exception of programs in Australia and the United Kingdom, and summer programs that do not include language study, CSU IP students are expected to enroll in language coursework as part of their academic program. Exceptions may be considered following review of language placement, prior preparation, or program structure.

Whether a student is required to enroll in language coursework—and at what level—depends on factors such as language placement, prior preparation, and whether the study center or host university offers language instruction at a level that supports the student’s academic development. Placement results help determine the most appropriate level of language study and whether an exception may be appropriate.

Language requirements are designed to support **academic success and meaningful participation** in the host academic environment, particularly in countries where the **language of instruction is not English**. For example, in programs such as **Chile and Mexico**, students with intermediate or advanced proficiency in Spanish may be eligible to take content courses taught in Spanish. **When higher-level language courses are available, CSU IP typically requires enrollment in advanced language coursework** to support continued language development and academic success.

Beyond academic requirements, **language study abroad offers significant professional and personal benefits**. Developing language proficiency in-country helps students build skills that are directly relevant to career readiness and long-term employability. These benefits include:

- stronger **professional communication skills**, particularly in multilingual or multicultural environments;
- enhanced **intercultural competence**, including the ability to navigate cultural differences, social norms, and context;
- increased **adaptability, problem-solving ability, and confidence** in unfamiliar settings;
- experience applying academic knowledge in **real-world, practical contexts**; and
- greater competitiveness for employment or graduate study in fields that value global awareness, community engagement, or work with diverse populations.

For students studying abroad for **one or two semesters**, immersion in the language environment provides a unique opportunity to **improve pronunciation, listening comprehension, and fluency** in ways that are difficult to replicate on a home campus. In-country language learning allows students to hear and practice authentic speech patterns, receive immediate feedback, and apply language skills in daily interactions, academic settings, and professional contexts.

For students studying abroad for more than one semester, language expectations may vary by program. Even when language study is not required, students are encouraged to consider continued enrollment in language coursework, where feasible, as part of their academic and professional development. Decisions about optional language study should be made in consultation with the home CSU campus academic advisor and financial aid office, taking into account degree requirements, remaining aid eligibility, and personal academic goals.

Students should review language expectations carefully and plan accordingly when selecting courses. If you have questions about language requirements, placement, or course eligibility, consult your **Academic Bulletin** or **CSU IP** before finalizing your academic plan.

1.7.6 Graduate-Level Coursework Abroad

Undergraduate students are generally expected to enroll in undergraduate-level courses while abroad. In limited cases, graduate-level courses may be appropriate.

If you are considering graduate-level coursework, you should:

- discuss this with your home campus academic advisor before departure,
- understand how it may apply to your degree, and
- plan carefully for academic rigor and workload.

Graduate-level coursework does not reduce minimum unit requirements and may not automatically apply to undergraduate degree requirements.

Graduate students: Students pursuing graduate degrees must obtain classified graduate standing before departure and consult with their academic advisor about which required coursework should be completed on campus before and after their study abroad experience.

Graduate students must obtain advance guidance from their graduate department regarding how courses taken abroad may be applied to their degree program. Depending on campus and department policy, review or approval by the **dean of graduate studies** may also be required.

Signature requirements for the Academic Planning Form vary by campus. Students are responsible for ensuring that the form is signed by the appropriate academic authorities, which may include the department chair and, where required, the dean of graduate studies.

Graduate students should be aware that, in many cases, not all units taken abroad may apply toward their graduate degree, depending on the degree program and home CSU campus. Regardless of how many units apply toward degree requirements, graduate students are still required to **maintain full-time enrollment** and enroll in the **CSU IP minimum unit load** while studying abroad.

1.7.7 Align Courses with Degree Requirements

Final decisions about how courses apply to your degree are made by your home CSU campus. While CSU IP supports academic planning, it does not determine degree applicability.

To support smooth credit application, you should:

- select courses that closely match CSU course content and level,
- save syllabi and course descriptions, and
- upload required documentation through the CSU IP portal when requested.

Planning with your advisor and documenting your choices helps reduce delays after your program ends.

1.8 Enrollment While You Are Abroad

This section explains how enrollment works while you are participating in CSU IP and what you are expected to manage once you arrive at your study center. Because you remain enrolled both at your home CSU campus and at your overseas institution, understanding enrollment requirements and responsibilities is essential to maintaining appropriate enrollment status and avoiding academic complications.

Enrollment structures and unit requirements may differ for summer programs. Students participating in summer programs should refer to the Academic Bulletin for their specific program or the program brochure webpage under “Academic Information” for applicable enrollment expectations.

1.8.1 Enrollment at your Home CSU Campus

While participating in CSU IP, you remain a matriculated CSU student at your home campus.

Before your program begins:

- your home campus study abroad office will enroll you in placeholder or equivalent units to maintain your CSU student status,
- these units allow you to remain eligible for services such as financial aid, and
- you should not enroll in regular CSU campus courses for the term(s) you are abroad unless explicitly approved by your home campus study abroad office.

You are responsible for confirming that your CSU enrollment status is active before departure. If you notice an issue with your enrollment while abroad, you should contact your home campus study abroad office promptly.

1.8.2 Enrollment at the Host Institution or Study Center

You are required to enroll in courses at your study center or host institution according to CSU IP expectations and program requirements.

Enrollment procedures abroad may differ significantly from what you are used to at your CSU campus. These differences may include:

- later release of course schedules,
- in-person registration after arrival,
- changes following placement exams, or
- limited enrollment capacity.

Section 2 of this Academic Guide and the Academic Bulletin outline enrollment requirements for your specific program and should be reviewed carefully before departure.

1.8.3 Full-Time Enrollment and Unit Planning

All CSU IP participants in **fall and spring semester programs** are expected to maintain **full-time enrollment** while studying abroad. Full-time enrollment requirements described in this section apply to **fall and spring semester programs only**. Enrollment expectations for **summer programs** are defined by the specific program and are outlined in the Academic Bulletin or program web-based brochure.

For fall and spring programs, full-time enrollment typically requires students to enroll in the **minimum CSU IP unit load for the term**, regardless of the number of units needed to graduate. Students are responsible for selecting a sufficient number of **approved courses** to meet CSU IP minimum enrollment requirements.

Maintaining full-time enrollment is essential to:

- remain in compliance with CSU IP participation requirements;
- preserve eligibility for many types of financial aid, when applicable; and
- maintain appropriate academic standing while abroad.

When planning your enrollment, you should:

- understand your program’s minimum unit expectations;

- account for required courses, such as language or preparatory courses; and
- plan your total unit load rather than focusing on individual courses.

Unit values abroad may differ from CSU norms. Some programs assign fewer units per course or use different academic structures. As a result, you may need to enroll in **additional courses** to meet full-time expectations. The **Required Courses and Units information** and your **Academic Bulletin** are key planning tools for understanding these expectations.

1.8.4 Enrollment in Online CSU Courses While Abroad

For fall and spring semester programs, and depending on individual academic circumstances, students may consider enrolling in an online CSU campus course or CSU Fully Online course while participating in CSU IP in order to maintain progress toward their degree. In such cases, students may be approved to enroll in **no more than one online CSU course while abroad**. This limit applies to both online CSU campus courses and CSU Fully Online courses and reflects the expectation that students maintain full-time enrollment and prioritize academic engagement at their overseas study center.

If you believe an online CSU course may be necessary, you must **discuss this option in advance** with the study abroad office at your home CSU campus. Approval must be obtained **before departure**, as enrollment in online courses while abroad can affect **unit load requirements, academic workload, degree applicability, financial aid eligibility, and time zone logistics**. Students are also responsible for confirming with their **home CSU campus financial aid office** that online enrollment is permitted under applicable financial aid regulations and for managing any additional costs associated with the course.

Students should not assume that an online course will be approved or that it can replace required coursework at the study center. In limited, approved cases, concurrent enrollment may affect the minimum number of units required at the study center; specific enrollment policies and conditions are outlined in Section 2: Academic Policies. Careful academic planning is essential to ensure that concurrent enrollment supports degree progress without creating an unmanageable workload across multiple learning environments.

Summer programs: Due to the **intensive nature of CSU IP summer programs**, concurrent enrollment in **online CSU campus courses that overlap with a CSU IP summer program is not permitted**. Students participating in summer programs are expected to focus fully on their CSU IP coursework for the duration of the program.

1.8.5 Your Responsibility for Accurate Enrollment

You are responsible for ensuring that you are enrolled in the correct courses and that your total enrollment meets CSU IP program requirements while you are abroad. This includes monitoring your enrollment status and addressing any issues promptly if changes occur.

Failure to address under-enrollment promptly can have **serious academic, financial, programmatic, and immigration-related implications**. These may include:

- delays or adjustments to financial aid disbursement;
- requirements to repay financial aid already received;
- challenges maintaining full-time student status during fall and spring semesters;
- delays in academic reporting or in how coursework is applied toward degree requirements;
- the issuance of failing grades for courses in which required enrollment, attendance, or academic participation is not maintained;
- non-compliance with CSU IP enrollment policies, which may jeopardize a student's **program status** or ability to remain in the program;

- violations of visa or immigration requirements, which may place a student out of compliance with host-country regulations;
- failure to meet study center or host institution enrollment requirements, which may result in required academic intervention, suspension, or dismissal from the program; and
- loss of authorization to remain in the host country, including the possibility of being required to leave the country before the program ends.

These outcomes are not automatic and often depend on the timing, severity, and duration of under-enrollment, which is why **early communication and prompt action are critical**.

If CSU IP becomes aware that a student is under-enrolled or not meeting enrollment requirements, CSU IP will review the situation and may be required to **coordinate with the student's home CSU campus**, particularly when enrollment status affects **state or federal financial aid eligibility**. Depending on the severity, timing, and duration of under-enrollment, CSU IP may determine that a student is **no longer eligible to remain in the program**.

Early communication with CSU IP is essential in cases of under-enrollment, to clarify options and reduce the risk of more serious academic, financial, programmatic, or immigration-related consequences.

1.9 Academic Expectations and Responsibilities Abroad

This section outlines the **academic expectations you should plan for once you arrive abroad**. Studying in a different academic system may involve new teaching styles, assessment methods, and expectations for participation and communication. Understanding these expectations—and your responsibilities as a CSU IP student—will help you adapt more effectively and avoid common academic challenges.

1.9.1 Academic Expectations

While abroad, you are expected to meet academic expectations set by:

- your host institution or study center, and
- CSU IP as part of your CSU degree program.

You should plan for:

- **regular attendance**, even if local students appear to attend less frequently,
- **independent learning**, including significant reading and preparation outside of class,
- **different assessment styles**, such as fewer graded assignments and higher-stakes exams, and
- **less direct contact with instructors** than you may be used to on your CSU campus.

These differences do not lower academic standards. Planning for them early can help you adjust more effectively.

1.9.2 Attendance and Engagement

Attendance is a required part of participation in CSU IP. While attendance expectations abroad may differ from what you are accustomed to, students are expected to attend all scheduled classes and required academic activities.

You should plan to:

- attend all scheduled classes and required academic activities,
- arrive on time and prepared, and
- understand how attendance affects participation and grading in your courses.

Regular attendance is essential not only for academic success, but also as an indicator of whether additional academic or personal support may be needed.

1.9.3 Health, Well-Being and Academics

Health and well-being, both physical and mental, can affect academic performance while studying abroad. Adjusting to a new academic system, culture, language, and daily routine can be challenging, even for students who have not previously experienced health or mental health concerns. These experiences are common and do not reflect a lack of preparedness or ability.

Students are encouraged to **seek support early**, before health or well-being concerns begin to affect coursework, attendance, or enrollment. You do not need to wait until a situation feels urgent or until academic problems arise to reach out.

If you experience health concerns that interfere with coursework:

- seek appropriate medical or support services,
- communicate early with your study center or CSU IP, and
- consider academic implications and available options before issues escalate.

Frequent or repeated absences from class, especially when related to health or well-being concerns, are an important signal that additional support may be needed. Students who find themselves missing class regularly should **seek medical attention or appropriate support immediately**, rather than waiting for academic consequences to occur.

Delaying care or communication can result in:

- falling behind academically;
- attendance or participation issues that affect grades, including the possibility of failing grades;
- delays in academic reporting or in how coursework applies toward degree requirements;
- non-compliance with CSU IP enrollment or academic participation requirements, which may jeopardize a student's program status;
- failure to meet study center or host institution academic expectations, which may result in required academic intervention; and
- limited academic options once problems escalate.

Seeking support early and communicating promptly allows CSU IP to work with students to identify academic options and appropriate next steps before health-related concerns begin to affect enrollment or program eligibility.

Who Can Help and How

Different offices and resources support students in different ways. Knowing who to contact can help you get assistance more quickly.

- **Study center or host institution staff** can assist with local academic expectations, attendance concerns, and navigating on-site or local support resources.
- **The student health/travel assistance program**, available through the CSU IP portal, provides access to information and support for locating health professionals and accessing care while abroad. Students are encouraged to use this resource early to address health concerns before they begin to affect academic performance.
- **CSU IP** can help you with academic considerations, such as workload, enrollment implications, documentation requirements, and communication with your home CSU campus when health or well-being concerns may affect your academic status.

- **Your home CSU campus** may offer additional support resources and can advise on degree progress, academic standing, and campus-based requirements that may be affected.

CSU IP does not provide medical or mental health treatment but can assist students in **understanding academic options and next steps** when health or well-being concerns arise.

Addressing health and well-being concerns early can help you remain academically engaged and reduce the risk of more serious academic or enrollment complications later in your program.

1.9.4 Common Pitfalls to Avoid

Many academic issues during study abroad are preventable. The most common pitfalls include:

- **Overloading your schedule**
Taking too many units or combining academically demanding courses without considering workload.
- **Underestimating course difficulty**
Assuming courses abroad will be easier or less rigorous than CSU courses.
- **Poor attendance or incomplete participation**
Missing classes, field trips, or required academic activities.
- **Making unapproved enrollment changes**
Dropping or changing courses without understanding CSU IP approval requirements.
- **Delaying communication when problems arise**
Waiting too long to ask for help or clarify expectations.

Being aware of these risks allows you to plan more realistically and respond earlier if challenges arise.

1.9.5 Academic Responsibility and Communication

Academic success abroad requires initiative.

You are responsible for:

- reading academic instructions carefully,
- monitoring deadlines and expectations,
- communicating proactively if you encounter difficulties, and
- accessing the Academic Toolkit for academic information and forms.

CSU IP provides guidance and resources, but you must take an active role in managing your academic experience.

1.10 Academic Documentation and Communication

Providing complete course information is essential for confirming how courses apply toward degree requirements. Uploading course syllabi and related documentation to the CSU IP portal ensures that these materials are securely retained and available for review and coordination by CSU IP and the study abroad office at your home CSU campus. This documentation may be needed to support academic reporting, degree applicability review, or follow-up with your home campus after your program ends.

Students are responsible for reviewing their Academic Report for accuracy immediately after it is issued in the CSU IP portal and for raising any questions or concerns within the applicable review timeframe, as defined in Section 2: Academic Policies.

What to Save and Upload

Plan to save and upload course syllabi, course descriptions or course outlines for each course that you are taking abroad to the CSU IP portal. Refer to [Don't Pack it, Upload it!](#) for uploading instructions found in your Academic Toolkit in the CSU IP portal.

You may also wish to save:

- major assignments or projects if requested, and
- any academic forms required by or submitted to CSU IP.

These materials may be needed to:

- confirm course content and level,
- support credit evaluation at your home campus, and
- complete academic reporting after your program ends.

You should not assume that course information will be available later. Uploading documents while abroad helps ensure they are accessible when needed.

If you are unsure whether a document or form is required, you should ask for clarification rather than assume it is optional.

Communication

While abroad, you should:

- monitor your CSU email regularly,
- read messages from CSU IP and your study center carefully, and
- respond promptly when action is required.

Academic communication often includes time-sensitive requests. Delayed responses can result in processing delays or complications later.

Why Documentation and Staying Organized Matters

Accurate and timely documentation:

- supports smooth academic reporting,
- helps your home campus apply credit correctly, and
- reduces the risk of graduation delays.

To manage academic responsibilities effectively, you should:

- keep digital copies of academic documents,
- upload materials to the Academic Toolkit as instructed,
- track deadlines independently, and
- confirm submissions were successful.

Students who stay organized and submit materials on time experience fewer academic complications after their program ends.

1.11 Academic Reporting

Academic reporting is the process that takes place after your study abroad period ends to officially post your courses, units, and grades to your CSU academic record.

Your academic responsibilities continue after your study abroad program ends. Understanding **how academic reporting works, what to expect, and what you must do** will help you manage the transition back to campus and complete your degree smoothly.

This section explains:

- what academic reporting is,
- what you can expect to see,
- how long the process takes, and
- what you are responsible for after your program ends.

Understanding this process ahead of time will help you avoid confusion—especially if you are close to graduation.

Below is information about how and when courses, units and grades are reported for students who have completed their studies abroad.

1.11.1 After Your Program Ends: Academic Reporting

After your study abroad program ends, CSU International Programs (CSU IP) collects official academic information directly from your host institution.

Using this information, CSU IP prepares an **Academic Report** that includes:

- all courses you were enrolled in abroad,
- the CSU unit value for each course, and
- the CSU grade for each course.

The Academic Report is the **only official academic record** CSU IP produces for your study abroad coursework.

You will receive a copy of your Academic Report, and it will also be sent to the **registrar/records office at your home CSU campus**.

1.11.2 How Your Courses and Grades Get to your CSU Campus Record

CSU IP *does not accept grades submitted by students*, and students may *not* provide foreign transcripts directly to their campus. All grade and course information must come through CSU IP as part of the official reporting process

Once CSU IP receives and verifies all academic information from your study center:

- your Academic Report will be uploaded to your CSU IP portal under “Documents,” and
- it will be sent to your home campus registrar/records office for posting to your CSU academic record.

After your campus posts the courses and grades to your official transcript, you can view your record in your CSU student portal and order official transcripts.

1.11.3 Your Role in the Academic Reporting Process

You play an important role in ensuring academic reporting happens as smoothly as possible.

While you are abroad, you are responsible for:

- uploading **course syllabi or course descriptions** for all courses you take,
- responding promptly to academic requests from CSU IP, and
- checking your CSU IP portal regularly.

Uploading your course information on time allows CSU IP to:

- verify course content and level,
- complete grade and unit conversions, and
- avoid delays in processing your Academic Report.

If required course information is missing, academic reporting **cannot be completed** until the information is provided.

1.11.4 What the Academic Report Looks Like

Your Academic Report lists:

- the course titles used by the host institution (translated into English if needed),
- suggested CSU course level (lower or upper division or graduate),
- the CSU unit value for each course, and
- the CSU grade earned.

CSU IP reports the **actual courses taken abroad**, not CSU course titles you may be hoping to substitute later. How courses apply to your degree is determined by your home CSU campus.

1.11.5 When to Expect Your Academic Report

Academic reporting takes time and does **not** follow the same timeline as CSU campus grading.

For most programs:

- it takes **at least four months** after your program ends for Academic Reports to be completed,
- some programs may take longer depending on the country, academic calendar, and host institution practices.

After CSU IP sends the Academic Report to your campus:

- it may take **several additional weeks** for courses and grades to appear on your CSU academic record.

Because of this timeline, it is normal for your CSU record to remain unchanged for several months after you return.

1.11.6 Graduating Seniors

If you plan to graduate soon after studying abroad, you must plan carefully.

In most cases:

- degrees cannot be awarded until study abroad coursework is fully reported and posted,
- same-term graduation as program completion is usually **not possible**, and
- graduation may need to be postponed to a later term.

If you are applying to graduate or professional schools:

- you may still apply,
- you should inform institutions that your degree posting may be delayed due to study abroad reporting timelines.

Discuss your plans with your home CSU campus academic advisor **before departure** to avoid surprises.

1.11.7 Reviewing Your Academic Report

Students are responsible for **reviewing their Academic Report promptly** once it is posted in the CSU IP portal. Requests to review or correct information on the Academic Report must be submitted **within a limited timeframe**, as academic records, course documentation, and partner institution information may become unavailable over time.

Because academic reporting occurs after coursework is completed and grades are finalized, **requests for review are most effective when submitted shortly after the Academic Report is issued**. Delayed requests may be difficult or impossible to process due to the age of the records involved.

Specific deadlines and procedures for requesting a review are outlined in **Section 2: Academic Policies**. Students are encouraged to consult that section and to submit any questions or concerns **as soon as possible** after their Academic Report is made available.

1.11.8 Key Takeaways About Academic Reporting

Academic reporting is a required final step of your CSU IP experience.

To support timely academic reporting and review:

- upload course syllabi or descriptions while abroad;
- respond promptly to CSU IP requests;
- review your **CSU IP Academic Report** promptly once it is uploaded in the CSU IP portal;
- review your **CSU academic record** to ensure that academic information has been posted accurately.

If you identify an error or discrepancy on your CSU academic record, contact CSU IP, your home CSU campus registrar/records office, or your home CSU campus study abroad office promptly. CSU IP can assist with reviewing the Academic Report and coordinating with the appropriate campus office when corrections are warranted.

Planning ahead and staying organized will help ensure your coursework is reported accurately and applied as smoothly as possible.

For more information about academic reporting information click on this [link](#) to access our public webpage on Academic Reporting.

Section 2: Academic Policies

Section 2 explains the **official academic rules** that apply to participation in CSU International Programs (CSU IP). These policies govern enrollment, course load, grading, attendance, withdrawals, academic standing, and related academic matters while you are studying abroad.

This section is currently under review and will be published before Summer 2026.

These academic policies must be read **in conjunction with the Academic Bulletin for your specific program**, which explains:

- program-specific course requirements,
- required courses (such as language or preparatory courses),
- unit expectations, and
- academic structures at your study center.

The Academic Bulletin explains what is required for your specific program. **This section explains the rules that apply while you meet those requirements.**

While Section 1 focuses on **planning ahead and understanding what to expect**, Section 2 focuses on **what is required**. The policies in this section apply to all CSU IP participants and are enforced regardless of program location or local study center practices.

Studying abroad through CSU IP means you remain a CSU student while enrolled overseas. As a result:

- CSU academic standards continue to apply,
- CSU IP policies apply in addition to host institution rules, and
- in cases of difference, CSU IP and CSU requirements take precedence.