Once you are accepted into your abroad internship program, you need to determine if you would like (1) INT 200 as the equivalent OXY course for the Abroad internship course you will be completing in the summer or (2) a practicum course that assists with satisfying major requirements. When the time comes, you will have to indicate your preference on the Office of the Registrar - Transfer Credit & Course Substitution Form.

Please note the following:

- **If INT 200 is the requested equivalent OXY course** - Students that enroll in INT 200 receive their academic assignments and final grade from their internship faculty advisor to earn the 2.0 units. As a result, your Transfer Credit & Course Substitution Form also needs to be signed by the HCC Staff and your department chair/advisor. Your department chair/advisor needs to sign both the transfer credit and transfer policy acknowledgment portions of the Transfer Credit & Course Substitution Form. The HCC signs the acknowledgement in the "Core Department Signature" section.

- **HCC information needed for INT 200 equivalent** - Offer/acceptance letter (email OK) and course syllabus.

- **If another equivalent OXY course is requested** - Student needs to indicate the equivalent OXY course on the Transfer Credit & Course Substitution Form. Your department chair/advisor needs to sign both the transfer credit and transfer policy acknowledgment portions of the Transfer Credit & Course Substitution Form.

- **HCC information needed for another equivalent OXY course** - None. If the student would like to select an equivalent course other than INT 200 then there is no signature/approval required by the HCC.

Once you are accepted into the program, please verify the equivalent OXY course that you would like to substitute the course for. In the meantime, please feel free to make an appointment with a career advisor if you need any support with your resume, cover letter, or any other application materials via Handshake.