**NAIS国际暑期学校**

**University Of Oklahoma 转学分指导**

**转学分信息：**

1. 在选择 study abroad program 前可以参加 Study Abroad 101 sessions 了解更多信息。
2. 在上暑课的 2 星期内需要 email 交 Study Abroad Enrollment Verification Form 到 OU Study Abroad Adviser’s Email 和 ea@ou.edu。

(http://www.ou.edu/content/dam/International/EA/Documents/EVF%202017.pdf)。

3. 完成暑期课程，官方成绩单可以直接寄送到学校 Education Abroad 也可以寄到同学家里再将成绩单带到学校进行转学分。

**6 步转学分流程：**

Step1 登陆官网 www.naiseducaiton.com 查看需要上的 NAIS 课程，下载课程描述及课程大纲。

Step2 下载并填写 [Study Abroad Course Equivalency Request Form](http://www.ou.edu/content/dam/International/EA/Documents/SA%20Course%20Equivalency%20Request%20Form%202016-17.pdf) (http://www.ou.edu/content/dam/International/EA/Documents/SA%20Course%20Equivalency%20Request %20Form%202016-17.pdf)携带 NAIS 课程大纲去相对应的 Department 告知 designated Faculty 有上暑课的意向，将 NAIS 的课程 syllabus 给 Faculty 评估并完成 [Study Abroad Course Equivalency Request Form](http://www.ou.edu/content/dam/International/EA/Documents/SA%20Course%20Equivalency%20Request%20Form%202016-17.pdf)。

Step3 将签字确认的 [Study Abroad Course Equivalency Request Form](http://www.ou.edu/content/dam/International/EA/Documents/SA%20Course%20Equivalency%20Request%20Form%202016-17.pdf) 交到 OU Education Abroad Office。

Step4 填写 Credit Agreement Form 在 deadline 前交给 Education Abroad Adviser (http://www.ou.edu/content/dam/International/EA/Documents/Credit%20Agreement%20Form%202017.pdf)。

**更多转学分信息，请向校园大使或者NAIS 国际暑期学校客服老师咨询**

**Email:** [**info@naissummer.com**](mailto:info@naissummer.com)

**Web: www.naiseducaiton.com**

**Office Tel：+86 (021) 5169-7009**

**Wechat Student Service:** **NAIS国际暑期教育平台（NAIS999）**

Step5 暑假去 NAIS 国际暑期学校上课，在上课 2 星期内 email 交 Study Abroad Enrollment Verification Form(<http://www.ou.edu/content/dam/International/EA/Documents/EVF%202017.pdf>) 给 OU Study Abroad Adviser’s Email 和 ea@ou.edu。

Step6 课程结束后，成绩单会从 NAIS 举办暑期课程的大学直接寄送到学校 Education Abroad 或者学生填写的邮寄地址。

**Mailing Address**

Education Abroad

University of Oklahoma

729 Elm Ave. Room 144

Norman, OK 73019

Phone: (405) 325-1693

Fax: (405) 325-7387

**学校官网转学分政策：**

**Study Abroad 101 Registration**

http://www.ou.edu/content/cis/education\_abroad/study-abroad-phases/study-abroad-101.html

**Academic Credit for Study Abroad**

http://www.ou.edu/content/cis/education\_abroad/academic-credt.html

**更多转学分信息，请向校园大使或者NAIS 国际暑期学校客服老师咨询**

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