Registration
IAP will register you for a special “Study Abroad Course” for the term(s) you will be studying abroad; therefore, it is not
necessary for you to register on the UW-Madison campus. This is a temporary registration, which will be converted into
graded UW-Madison credit after the completion of your program.

Equivalents and Course Equivalent Request (CER)
Each course you take abroad must be assigned a UW-Madison “equivalent” and the grade you receive in the course also
transfers back to be recorded on your UW-Madison transcript. In order to establish UW-Madison course equivalents for
your study abroad courses, you will submit a Course Equivalent Request (CER) through your My Study Abroad account.
The deadline to submit the CER is by the end of the fourth week of classes (not including pre-session terms). Detailed
information on the UW course equivalent process that you will use through your My Study Abroad account is available
in the IAP Study Abroad Handbook and in your My Study Abroad account under the academics tab.

Credit Limit and Load
The CIEE summer program consists of 3 sessions in total. The required credit load for UW Madison participants is 3
credits per session. All students will take one area studies course each session which is usually 3 credits. All students are
encouraged to take Czech language (1 credit) while abroad, though for the summer program the language is optional.

Pass/Fail/Drop/Audit
Please refer to the IAP Study Abroad Handbook for Academic Policies. A Pass/Fail option will be available in the Course
Equivalency Request. The due date for Pass/Fail submission can be found in the Academics tab of your My Study Abroad
account.

Grades and Grade Conversions
Letter grades of A, B, C, D, and F are given with pluses and minuses. The grade conversion scale for this program is as
follows:

<table>
<thead>
<tr>
<th>CIEE Study Center Grade</th>
<th>UW-Madison Grade Equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+ / A</td>
<td>A</td>
</tr>
<tr>
<td>A-/B+</td>
<td>AB</td>
</tr>
<tr>
<td>B</td>
<td>B</td>
</tr>
<tr>
<td>B-/C+</td>
<td>BC</td>
</tr>
<tr>
<td>C/C-</td>
<td>C</td>
</tr>
<tr>
<td>D+/D/D-</td>
<td>D</td>
</tr>
<tr>
<td>F</td>
<td>F</td>
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