

Three Steps to Select Classes at Swansea University

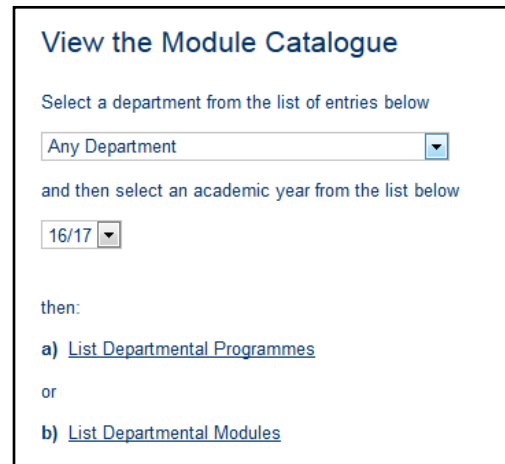
1. Look at Swansea University's list of classes at:

<https://intranet.swan.ac.uk/catalogue/>

Chose a department from the drop-down menu.

Click on "b) List Department Modules".

Swansea University has several subjects that are combined with other subjects that may be quite different from how the University of Kansas organizes itself, so you may find yourself needing to hunt in multiple academic units to find the topic you are looking for.



The screenshot shows a web interface titled "View the Module Catalogue". It contains a dropdown menu for selecting a department, currently set to "Any Department". Below it is another dropdown menu for selecting an academic year, currently set to "16/17". Underneath, there are two options: "a) List Departmental Programmes" and "b) List Departmental Modules".

British universities use the term "Module" to describe an individual class. Each module course number will consist of two or three letters ("EG" for Engineering, or "PO" for Political Science, for example), which indicate the subject, followed by a number (1, 2 or 3, plus "M" or "D" for graduate-level modules) that indicates whether the module is a first-, second-, or third-year module. The remaining two or three characters will be the module's specific identifying code. In the "Available" column, "TB1" is a fall semester class, "TB2" is a spring semester class, and "TB1+2" is a full-year class (these cannot be taken by a student studying at Swansea for just one semester). Be sure to check the "notes" field to confirm that a module is "available to visiting and exchange students."

Due to fall exam schedules, **KU students cannot take Swansea classes in Biological Sciences, Business, Computer Science, Economics, Engineering, Geography and Mathematics during the fall semester.** Exceptions can be made for students who are not returning to the Lawrence campus for the following spring semester (academic year students, graduating, another semester abroad in the spring at a location that does not start until the end of January). **All of these subject are fine for KU students studying at Swansea during the spring semester.**

It is the opinion of the KU Office of Study Abroad that first-year Swansea modules are the equivalent of 100- and 200-level KU credit; second-year Swansea modules are the equivalent of 300-level KU credit; third-year Swansea modules are the equivalent of 500-level KU credit. ***EACH KU ACADEMIC DEPARTMENT*** makes its own determination of appropriate KU credit, and is within its rights to approve credit differently than per these suggestions.

Here is how Swansea credits convert to Kansas credits:

Swansea	Kansas
60	15
20	5
15	4
10	~2.5-3

Many Swansea classes in the humanities and social sciences are worth 5 KU credits. You may find that the relevant KU department will need to approve the five credits as one three-credit KU class with an additional two-credit class. You can find examples of this on the Swansea/Kansas course equivalency list in the second section of this document.

2. Learn about Swansea course equivalencies at:

<http://studyabroad.ku.edu/course-equivalencies>

Type “Swansea” in the search box to get a complete list of courses at Swansea University that are currently pre-approved for KU credit and courses that were approved for KU students in the past. Clicking on the “Download to Excel” button after executing your search will provide additional details on the courses, such as which semester the course has been offered in the past.

Bear in mind that this list has “possible equivalency” and “approved equivalency” courses listed. “Possible equivalency” does not grant automatic approval for you. You will need to get this type of Swansea course approved for yourself, just as you will for Swansea courses that do not appear in the course database. Modules are only offered once each academic year, so be sure to check the Swansea module catalog on-line (Step 1 of this document) to make sure a module you like on the list is available during the semester you are studying abroad. The course database is NOT A COMPLETE LIST of what you could take at Swansea. It is only a list of what KU students have gotten approved in the past.

If a module you found in the course database is not on the Swansea module catalog website, that module is either not being offered now, or is unavailable to study abroad students.

3. Bring course descriptions and/or syllabi for the Swansea modules you are interested in taking to the relevant KU faculty study abroad advisor. A list of these advisors can be found at:

<https://ku.studioabroad.com/?go=FacultyDeptAdvisorList>

Some advisors may require that you schedule an appointment. Some may need a few days to review your materials. Please start making arrangements to get modules approved as soon as you can, as the process can take some time. Be sure to bring along a copy of your graduation checklist to assist the advisor. Be familiar with your degree’s requirements. The more prepared you are for meeting with an advisor, the easier it will be for the advisor to assist you.

The form that needs to be completed by the advisor is part of the KU on-line study abroad application. Copies can also be obtained from the OSA front desk. Ask for the Academic Plan and Approval Form.

It is always a good idea to get two or three alternate classes approved. Swansea’s semester timetables are not released until just before the start of a semester, so you may encounter timetable clashes upon your arrival in Swansea. Having some alternate classes already approved will make your Swansea module registration process much less stressful for you.