

# Three Steps to Select Classes at the University of Bergen

## 1. Look at the University of Bergen's list of classes at:

<http://www.uib.no/en/education/exchange>

Additional information on the catalog can be found at:

<http://www.uib.no/en/education/50052/courses-exchange-students>

Undergraduate students should not select 300-level course numbers as these are for masters-level students.

Courses at the University of Bergen will generally be worth 10 or 15 ECTS credits, with a normal full-load semester consisting of 30 credits. Here is how Bergen credits convert to Kansas credits:

Bergen	Kansas
30	15
15	7.5
10	5
7.5	4
5	~2.5-3

## 2. Learn how Bergen classes have transferred in the past at:

**"Bergen Course Equivalencies" link on our Norway page at [studyabroad.ku.edu/semester-or-year-norway](http://studyabroad.ku.edu/semester-or-year-norway)**

Bear in mind that this list does not grant automatic approval for you. You will need to get all of your proposed Bergen classes approved for yourself. Classes may only be offered once each academic year, so be sure to check the Bergen course catalog to make sure a class you like on the list is available during the semester you are studying abroad. The equivalency list is NOT A COMPLETE LIST of what you could take at the University of Bergen. It is only a list of what KU students have gotten approved in the past. Due to the nature of the exchange with Bergen, the equivalency list is quite short, and many of the entries are fairly old.

If a class you found on the equivalency list is not in Bergen's course catalogue, that course is either not being offered or is unavailable to study abroad students.

**3. Bring course descriptions and/or syllabi for the Bergen classes 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 KU advising report 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. Occasionally there can be courses that are cancelled just before the start of a semester, so you may encounter a timetable gap or clash upon your arrival in Bergen. Having some alternate classes already approved will make your Bergen course registration process much less stressful for you.