

PROCESS FOR STUDENTS FROM OTHER INSTITUTIONS

If your institution is not listed [HERE](#), you are still eligible to study abroad with USG Goes Global by following the steps below.

STEP 1: Notify the study abroad office or an advisor at your home institution.

Let them know that you'll need to register for your USG Goes Global courses as a transient student at the [University of West Georgia \(UWG\)](#). Ask what steps you need to take to make sure you'll get credit at your home institution when you transfer the credits from UWG after the program, and give them a heads-up that they'll receive a request from Via TRM to approve your participation.

STEP 2: Submit a complete application for the program in Via TRM.

Your application will not be processed until you have paid the non-refundable application deposit, received approval from your home institution, and clicked Submit on your online application form. When prompted in the application, send the home institution approval request to a representative at your home institution (usually someone in the study abroad office or an academic advisor) who can approve your participation on an external study abroad program. Let USG Goes Global know if you're not sure who can approve.

STEP 3: USG Goes Global will add you to UWG's system.

Once your application has been Accepted, USG Goes Global will add you to UWG's system as a transient student. You don't have to fill out a UWG application or pay any additional application fees for this process! UWG will send you a welcome email with login credentials and instructions for accessing your UWG account. **Save this information!** You will be registered for your USGG courses at UWG and pay tuition for those courses to UWG (USGG tuition rate: \$199/credit hour). If you're expecting financial aid, you must work with your home institution to access those funds for your tuition payment to UWG.

[CLICK HERE FOR THE UNIVERSITY OF WEST GEORGIA'S TUITION DEADLINES AND INSTRUCTIONS FOR PAYMENT](#)

STEP 4: Finish your application.

Complete any remaining application requirements and online forms. Use your UWG credentials to confirm that you're registered correctly.

STEP 5: Transfer your credit.

At the end of the Summer semester, your USGG grades will be available in your UWG account. As soon as you see your grades, you can start the process to transfer the credits back to your home institution.

Please note that if your institution requires an official transcript for grade transfers, there is a small fee (less than \$3) charged by UWG's 3rd-party transcript service.

QUESTIONS?

global@usg.edu or
(404) 962-3192