



## Banner Input Procedures for Faculty-Led Study Abroad Programs

---

Study Abroad course sections for Faculty-Led programs (instructions for CCSA courses are slightly different) will have:

1. a section number range 850-874
2. a campus code of "X"
3. a building indicating the country location
4. Mark the course section as faculty-led via the "Attn Meth" (attendance method) on SSASECT by entering an "XF" for (foreign study: Faculty Led)
5. Print button checked "off"
6. Appr Code = 'R'
7. Tuition Waiver flag needs to be checked (Summer and Winter Term only)

Provide by:

[WKU's Study Abroad & Global Learning](#)

270 745 5334 - Grise 128

[study.abroad@wku.edu](mailto:study.abroad@wku.edu)

*Last updated: November 19, 2009*

---