

Study Abroad Checklist

12 - 18 months ahead

- Set-up Study Abroad Advising Account
- explore program options
 - location
 - courses
 - cost
- ask questions (study abroad advisor, academic advisor, financial aid, students returned from study abroad, parents)

9 - 12 months ahead

- apply to program(s)
 - request transcript
 - request disciplinary clearance
 - write statement of purpose
- get courses pre-approved
- arrange for financial aid and/or scholarships

6 - 9 months ahead

- apply for (or renew) your passport
http://travel.state.gov/passport/passport_1738.html
- check on visa requirements for your host country
<http://www.embassy.org/embassies/>
- make flight arrangements to your host country
- make sure you maintain required g.p.a. and eligible status

3 - 6 months ahead

- talk with your Physician about medical issues (CDC recommendations for immunizations, prescriptions, mental health, etc.) <http://wwwn.cdc.gov/travel/default.aspx>
- confirm that you have submitted all necessary enrollment forms and program documentation
- confirm that your financial aid will be disbursed appropriately
- notify your current housing of when you will be leaving
- look up local news online from your host country
<http://www.nettizen.com/newspaper/>
- confirm where you will live when you return to your campus after study abroad

1 - 2 months ahead

- attend Pre-Departure Orientation
- make sure you have a suggested packing list for your program, including culturally appropriate clothing and household items you may need
- make sure you have obtained medical insurance which can be used in your host country
- make sure you have insurance for your personal possessions while abroad
- look up local news online from your host country
<http://www.nettizen.com/newspaper/>
- make sure you have a credit card and debit card which can be utilized overseas, contact your financial institutions and inform them that you will be out of the country for an extended time
- Learn about cultural transition adjustment
<http://www.pacific.edu/sis/culture/>

- fill out a change of address form and have current mail forwarded to permanent address in the U.S.
<https://moversguide.usps.com/>
- fill out an Absentee Voter registration
<http://www.fvap.gov/pubs/onlinefwab.html>
- refill prescriptions and purchase any over-the-counter health and hygiene products that may not be available in your host country (check with your program to make sure they are legal)
- Obtain written authorization from your Physician for any prescriptions you will be taking abroad, any relevant health conditions, and refills for prescribed medications.
- explore options/costs for using phone service to and from your host country

1 week ahead

- make several photocopies of all important documents, tickets, travel passes (leave one copy with responsible family member and pack one copy separate from your carry-on items)
- prepare a small travel file to hold your important documents: passport, plane ticket, insurance, emergency contact numbers, medical records, directions for when you arrive in your host country, name and phone number of program coordinator
- make sure you know your airline luggage and carry-on restrictions
- look up local news online from your host country
<http://www.nettizen.com/newspaper/>
- after packing, walk in and out of the house three times with all your luggage to make sure you can handle your luggage on your own (if you can not – you have packed too much)
- re-confirm airline and arrival transportation arrangements
- Compile a list of emergency, program and friend contacts (phone numbers, email, mailing address)
- Check the local weather of your host city to make sure you dress appropriate for the weather
<http://www.accuweather.com/world-index.asp?partner=accuweather&traveler=0>
- register your travel plans with the U.S. State Department
<https://travelregistration.state.gov/ibrs/>

Departure Day

- make sure you have appropriately sized carry-on items, void of liquids and prohibited carry-on items
- Carry-on necessities:
 - passport
 - airline ticket / e-ticket confirmation
 - emergency contact information
 - address and phone number for destination
 - prescription medication
 - one change of clothes
 - credit card
 - at least \$200 cash
- Arrive at the airport at least TWO HOURS before your scheduled departure time