



Study Abroad Checklist

12 - 18 months ahead

- set-up a free consultation with us
- 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
 - get your language certificate
 - write statement of purpose
- get courses pre-approved
- arrange for financial aid and/or scholarships

6 - 9 months ahead

- get your offer letter
- lock in your admission by paying your admission fees
- apply for (or renew) your passport
- check on visa requirements for your home country
- get the medical issues squared away (check-up, required immunizations, prescriptions, certification, etc.)
- apply for the visa

3 - 6 months ahead

- make flight arrangements
- confirm that your financial aid will be disbursed appropriately
- seek accommodation arrangements
- look up information about staying in your host country

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 (optional)
- look up up-to-date local news online about your host country
- make sure you have a prepaid card / credit 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
- inform your friends and relatives about your departure from the country
- purchase any over-the-counter health and hygiene products that may not be available in your host country
- 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 in 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/pouch 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
- 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

Departure Day

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