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.)
- 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