

**UC Riverside Summer Study Abroad Program**  
**Office of Undergraduate Education, University of California, Riverside**

**-CHECK LIST-**

*Please use this check list to help you through some major Study Abroad Program-related activities that you must complete before leaving and be familiar with prior to your arrival at your destination.*

**Things to do after making the decision to apply for the Summer Study Abroad Program:**

- \_\_\_\_\_ Complete your **Application Form** with a non-refundable application fee of \$300.
- \_\_\_\_\_ Email the Summer Study Abroad Coordinator to receive instructions about further steps for approval (i.e. interview with the faculty member, additional documentation, etc.)
- \_\_\_\_\_ Once approved, you will receive a Student Information Packet authorizing you to proceed with the additional forms (described below).
- \_\_\_\_\_ Submit a \$700 deposit through the UCR Cashier's Office **no later than April 10, 2015**.
- \_\_\_\_\_ **Get a passport!** Make sure it will remain valid for at least three months following the end of your program participation. (Six months' validity is required for many countries.) If you are not a U.S. citizen, please check with your Embassy for prerequisites to enter and exit the country.
- \_\_\_\_\_ Provide the UC Riverside Study Abroad office with your **current contact information at all times**.

**Things to do after receiving your Acceptance Packet to the Summer Study Abroad Program:**

- \_\_\_\_\_ Reserve your flight. Please confirm the start and end dates of the program. If reserving a flight before the program is confirmed, make sure your ticket is refundable. Keep in mind that flights going to Europe will normally arrive the day after you leave.
- \_\_\_\_\_ Turn in the following forms: (Read the Student Guide for **deadlines**. Please disclose updates to the Study Abroad Program.)
  - \_\_\_\_\_ **Personal Health History Form** (Complete and give this form to your Primary Care Physician.)
  - \_\_\_\_\_ **Physician's Advisory Form** (Give this form to your Primary Care Physician and ask that it be sent directly to us.)
  - \_\_\_\_\_ **Waiver of Liability**
  - \_\_\_\_\_ **Student Information**
  - \_\_\_\_\_ **Release Form**
  - \_\_\_\_\_ **Student Agreement Form**
- \_\_\_\_\_ Review the **Student Budget Worksheet** to determine expenses for which you will be responsible (textbooks, incidentals, etc.). Check to see if meals are included in your program.
- \_\_\_\_\_ Pack a copy of your completed **Personal Health History** form to access in the event that you require medical treatment.
- \_\_\_\_\_ See your school departmental and/ or college adviser to review your student status and applying program credits.
- \_\_\_\_\_ Consult with your school advisor regarding your general education and major requirements you must fulfill to graduate. Find out if the Study Abroad Program courses are likely to fulfill these requirements.
- \_\_\_\_\_ Make sure to buy the required course textbooks at the UC Riverside Book store or on-line. Do not wait to purchase your books until you arrive. The course textbooks are listed in the syllabus on the Study Abroad website.

**Things to do:**

- \_\_\_\_\_ Attend all program orientations. Information will be e-mailed to you regarding a pre-departure Orientation. More information about the welcome reception will be provided at a later date.
- \_\_\_\_\_ Plan to take all of your personal belongings and academic materials with you on the flight. Do not ship/mail your personal belongings ahead of your arrival. Check carefully with your airlines to understand baggage restrictions.
- \_\_\_\_\_ Lectures and group-organized, field-study excursions are mandatory.
- \_\_\_\_\_ Before leaving, pay any charges incurred during your stay. Failure to do so may result in your grades being withheld.