

STUDY ABROAD CHECKLIST

- Learn about the study abroad opportunities.** Visit www.wvc.edu/studyabroad and www.wcccsa.com, read through all the posted information, and attend a study abroad information session or schedule an appointment with a Study Abroad Coordinator (509.682.6830).
- Apply for a passport** (or make sure your passport is valid). If you are not a United States citizen, check the visa requirements of the country where you plan to study abroad.
- Get your funding together.** Review the *Funding Study Abroad Checklist* for more information.
- Complete the preliminary application form** available at www.wvc.edu/studyabroad or from a Study Abroad Coordinator.
- Obtain two letters of recommendation.** At least one must be from a faculty member.
- Print a copy of your transcript.** Print your unofficial WVC transcripts through MyWVC.
- Write a one-page personal essay.** Describe the reasons why you want to study abroad, what you hope to accomplish on your journey, and how you hope to incorporate this experience into your future academic or career plans.
- Schedule a meeting with a Study Abroad Coordinator** (509.682.6830). Bring your application materials:
 - Completed preliminary application form
 - Two letters of recommendation
 - Unofficial transcripts
 - Personal essay
 - Copy of passportA Study Abroad Coordinator will review your application materials and review the next steps with you.
- Complete the final application and submit any additional forms.** This is usually done online.
- Schedule an appointment with your doctor** to complete the medical forms.
- Check your email frequently for program updates and reminders.**
- Begin researching flights.** Share your flight literary with the Study Abroad Coordinator.
- Pay the deposit.** Deposit amounts vary.
- Register for your study abroad classes.**
- Pay the remaining program fees.** If using financial aid and/or student loans, be sure all paperwork is submitted to the Financial Aid Office well in advance.
- Attend the study abroad Pre-Departure Orientation.** This usually takes place on a Saturday approximately 1 month prior to departure at a college on the west side of the state.
- Pack up and depart.**
- Have the adventure of your lifetime!**