



Prompt attention to the items below will ensure a hassle-free departure!

Booked my flight

Applied for my passport

If not, do so at once! Processing can take 4-6 weeks.

Applied for my visa

Only required for certain locations. Check with OSA if you're not sure. You must have a passport before you are issued a visa.

Attended all orientations

OSA will notify you of the general orientation sessions, but there may also be country-specific and/or program-specific orientations scheduled. Check with your faculty leader for more information.

Enrolled in my study abroad courses

MSU STUDENTS: If you are participating in a faculty-led program use telephone and/or computer enrollment as instructed in your acceptance letter. If you are participating in a co-sponsored program, do not enroll yourself. Contact the OSA Program Coordinator for your program for information and the number of credits you wish to take so they can register you at MSU. You will, however, need to enroll in courses at the host institution. (NOTE: Non-MSU students will be issued a transcript from the host institution, NOT MSU.)

NON-MSU STUDENTS: Make sure you have submitted your Course Enrollment Form so OSA can enroll you in your courses.

Purchased the required textbooks or materials

Check with your faculty leader to see if any textbooks or special materials are required.

Arranged payment for..

1. **\$200 Deposit, if applicable** (e-billed by the MSU Student Accounts Office)
2. **Balance of the OSA Program Fee** (e-billed by the MSU Student Accounts Office)
3. **Tuition and Fees** (e-billed by the MSU Student Accounts Office)
4. **Airfare** (billed by the travel agent, airline or Web site that booked your flight)

*NOTE: Financial aid funds are applied to the Tuition and Fees bill first, then to the OSA Program fee bill.

Consulted with a travel clinic

Are your immunizations up-to-date? Are there any other immunizations required for the countries you will be visiting?

Checked with the Department of State (<http://travel.state.gov/>) for safety in the countries you plan to visit

Check regularly between now and your departure!

Planned a budget and secured funds to cover expenses abroad

Ensure these funds are either accessible abroad (credit or ATM card) or can be carried with you (traveler's checks).