

CHECKLIST FOR STUDY-ABROAD STUDENTS PARTICIPATING IN NON-VU PROGRAMS

FOR SPRING 2010

Application Deadline for Non-VU Programs: October 1, 2009

(Application available at www.valpo.edu/studyabroad)

- Meet with the Director of Study Abroad Programs about your plans. Bring program description with you.
- Meet with your academic advisor about your study-abroad plans.
- Meet with a member of the Financial Aid Office. Although VU grants/scholarships are not available for non-VU programs, Federal, Indiana, and private scholarships and loans are. You should continue to file your FAFSA by the March 1 deadline each year. The Financial Aid Office will discuss your plans with you and answer questions regarding aid for your time off-campus as well as implications for outstanding student loans. VU will not bill you tuition, room or board for the term you are abroad on a non-VU program, but will bill the General Fee for the term.
- Once you have been accepted into the non-VU program to earn academic credit towards your Valparaiso University degree, you will need to register for this program under a special AAA-999 code. This will keep you active as a VU student, but not allow your institutional aid to apply to this program. Credits will transfer, but no grades.
- Download the Course Equivalency Forms from the Registrar's Office and take them, together with course descriptions for the courses you will take abroad, to the respective academic departments for signatures. You want to have it in writing that these courses will count for specific VU courses **before** you leave campus.
- Get passport (birth certificate, application, two photos, \$100.00) and submit photocopy of the passport to the Office of International Programs before departure. For more information, please visit <http://www.iie.org/passport>.
- Get International Student Identity Card in the Office of International Programs, Harre Union Room 209, if you are not getting one through your program. You'll need a \$22.00 check, payable to VU, and 1 small passport-size photo.
- Discuss spring 2010 and fall 2010 courses with your academic advisor(s).
- Fill out the Notice of Cancellation of Housing form and return it to the Housing Office before the deadline, unless you are not in university housing.
- Housing applications for fall 2010 will be done on the web, if this applies to you.
- Check with your parents to see if you are covered by their health insurance while you are abroad; if you are not, we have brochures on health insurance for study-abroad students in the Office of International Programs.
- Make arrangements with Lorna Porter in Student Accounts if you have government loan checks that will be arriving while you are gone.
- Make financial arrangements (budgets, ATM card, credit/debit cards, etc.)
- Read a lot--beginning now--about the country that you will be studying in and about the U.S.
- Leave your mailing address abroad with LaDonna in the Office of International Programs if you would like us to send you *The Torch* while you are abroad.

HAVE A GREAT SEMESTER ABROAD!