How to Study Abroad
The Checklist (Outside Programs)
www.csusm.edu/global/studyabroad/

☐ STEP 1: Watch the General Study Abroad Info Session (optional)
  ☐ https://www.csusm.edu/global/studyabroad/study_abroad_info_session.mp4

☐ STEP 2: Research!
  ☐ Research courses at host university/program that could potentially fulfill your lower-division general education, major/minor, or electives
  ☐ Make sure that host university/program offers enough courses for you to take at least 12 credits/semester during your time abroad; winter/summer 3-6 units

☐ STEP 3: Talk to your Advisors
  ☐ Meet with your Academic Advisor (optional, but recommended)
    ▪ Discuss your remaining major/minor requirements, graduation plans, review your Degree Planner, etc.
  ☐ Meet with a Study Abroad Advisor
    ▪ Walk-Ins available: https://www.csusm.edu/global/studyabroad/contact.html
    ▪ Make an appointment online by visiting the link above or by calling (760) 750-4090, or emailing studyabroad@csusm.edu
    ▪ Talk to your Study Abroad Advisor about any concerns, health or disabilities, that may require support while abroad

☐ STEP 4*: Get Documents Ready!
  ☐ Apply or renew your Passport ASAP (must be valid at least 6 months past your return to the U.S.)
    ▪ Visit www.travel.state.gov for passport information
  ☐ Enroll into Smart Traveler Enrollment Program (STEP)
    https://step.state.gov/step/
    ▪ This program requires your trip dates/details and offers you embassy support and country specific updates
    ▪ Screenshot profile page with your trip dates included
  ☐ Complete the General Study Abroad Application:
    https://csusm.co1.qualtrics.com/jfe/form/SV_6m1GJqhpuV4uI5

☐ STEP 5: Complete the Outside Program’s Application
  ▪ The sooner you complete your application, the sooner it can be processed. Deadlines vary by program so double-check!
- Determine if you will need to complete a host university application

☐ **STEP 6: Money Matters**
  - **Financial Aid**—Apply for FAFSA and scholarships by deadlines
    - **Financial Aid:** [https://www.csusm.edu/finaid/apply_for_finaid/index.html](https://www.csusm.edu/finaid/apply_for_finaid/index.html)
    - **Study Abroad Scholarships:** [https://www.csusm.edu/global/studyabroad/finaid.html](https://www.csusm.edu/global/studyabroad/finaid.html)
  - **Budget your time abroad**
    - Research flight options (don't buy until you are fully admitted)

☐ **STEP 7: Receive Acceptance Letter from Partner University**

☐ **STEP 8: Attend Pre-Departure Orientation (Mandatory)**
  - Fall/Summer orientation held in late April
  - Spring/Winter orientation held in late November

☐ **STEP 9: Prepare for Take Off**
  - **Apply for Visa (if applicable)**
    - Check your local consulate if you will need a visa
    - Make an appointment with your program country’s embassy/consulate
    - *Make sure you have all your documents prepared and make a copy for your records!*
  - **Complete Credit Approval**
    - Meet with **Faculty Advisor** in your major/minor to present the credit approval form along with course descriptions and back-up courses
      - **Classes must be approved before you leave!**
    - Copies available in ELB 588 or online at [https://www.csusm.edu/global/studyabroad/doc/creditapprovalform08.pdf](https://www.csusm.edu/global/studyabroad/doc/creditapprovalform08.pdf)

☐ **STEP 10: Complete the Flight Form**
  - [https://csusm.co1.qualtrics.com/jfe/form/SV_2hrnogLVbgavhUp](https://csusm.co1.qualtrics.com/jfe/form/SV_2hrnogLVbgavhUp) —trip protection insurance recommended

☐ **STEP 11: Study Abroad!✈**

For more information, contact us at
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