

How to Study Abroad

The Checklist (CSUSM Exchange Programs)

www.csusm.edu/global/studyabroad/

STEP 1: Attend an Info Session

- Tuesdays and Thursdays, 12pm to 12:50pm, each semester
- Check out our flyer or website for specific dates and location
<https://www.csusm.edu/global/calendar.html>

Complete the Blue Form

STEP 2: Research!

- Research courses at host university/program that could potentially fulfill your GE, GE electives, major, major electives, minor, and/or minor elective requirements
- Make sure that host university/program offers enough courses for you to take at least 12 credits per semester during your time abroad

STEP 3: Talk to your Advisors

Meet with your Academic Advisor

- Discuss classes you want to take abroad, program you are interested in, graduation plans, etc.

Meet with a Study Abroad Advisor

- Walk-Ins available
- Make an appointment by visiting ELB 574, calling (760) 750-4090, or emailing Grecia Flores: gflores@csusm.edu (*online portal coming soon!*)
- 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/>

- Submit a screenshot of your profile page in the *General Study Abroad Application* or to our office in person or by email studyabroad@csusm.edu

Complete the General Study Abroad Application (found in your program page)

Complete Credit Approval Form

- Meet with Faculty Advisor in your major/minor & present the credit approval form along with course descriptions and back-up courses
 - **Classes must be approved before you leave!**
- Copies available in our office or online at
<https://www.csusm.edu/global/studyabroad/doc/creditapprovalform08.pdf>

STEP 5: Complete Exchange Partner Application

- The sooner you complete your application, the sooner it can be processed. You will receive the necessary documents for your visa/residence permit application (if applicable), housing, etc.
- ***Deadlines vary by university so please double-check!***

STEP 6: Money Matters

Financial Aid

- Apply for FAFSA and scholarships by deadlines

Budget your semester/year abroad

- Research flight options (don't buy until you are fully admitted to the program)

STEP 7: Receive Acceptance Letter from Exchange University

STEP 8: Attend Pre-Departure Orientation (Mandatory)

- Fall orientation held in late April
- Spring 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 for the time you are abroad
- Make an appointment with your program country's embassy/consulate
- ***Make sure you have all your documents prepared and ready before your appointment!! And make a copy for your records!***

Book your flight

STEP 10: Complete the Flight Form

https://csusm.co1.qualtrics.com/jfe/form/SV_2hrnogLVbqavhUp

STEP 11: Study Abroad! ✈️

For more information, contact us at
 CSUSM Study Abroad
 ELB 574 (New Extended Learning Building)
www.csusm.edu/global/studyabroad/
studyabroad@csusm.edu
 760-750-4090