

EAP CHECKLIST: SELECTION to DEPARTURE

Congratulations! You are preparing for one of the most important adventures of your life! But before you get on the plane, there are many details that must be completed.

Forms, Visas

- Complete UOEAP country packets- <http://eap.ucop.edu/eap/reference/forms/>
- Complete the Visa application process (if required by your country) outlined in your UOEAP packet (above).
- Complete a Power of Attorney- Give original to the person you are granting power of attorney and give 2 copies to the EAP Office before departure.
- Fill out the "Save Your Life" info sheet and take it with you abroad (in orientation folder).
- Change local address to permanent address in GOLD and update EAP with any address changes, including email.

Health

- Complete EAP Health Clearance. Find instructions at: <http://www.eap.ucsb.edu/healthclearance/index.html>
- Complete a Travel Clinic appointment (if required)
- Turn in copies of all health forms to UOEAP (Due date is usually 60 days before departure)
- Complete required immunizations (See website above)
- Obtain any medications and written prescriptions for your time abroad (including vision prescriptions).
- Read over the EAP insurance information and decide if you want to extend or buy additional coverage.
- Decide if you would like to purchase extra insurance during the possible gaps in coverage before and after EAP participation. <http://eap.ucop.edu/eap/reference/guide/insurance.htm#gap>

Orientations

- Attend a General Pre-departure Orientation- See selection letter for date
- Attend a Country-Specific Orientation- See selection letter for date

Financial Matters

- Make your EAP payments with payment coupons (only for non-Fin Aid Students) <http://eap.ucop.edu/eap/budgets/>
- File the FAFSA by the March deadline <http://www.fafsa.ed.gov> and turn in forms to the Financial Aid Office.
- Attend an EAP Financial Aid meeting (Optional)
- Turn in an Electronic Funds Transfer Authorization to UOEAP. <http://eap.ucop.edu/common/Forms/eft.pdf>
- Contact your bank and credit card company to notify them of your travel plans and make certain that your PIN numbers for ATM and credit cards will remain valid abroad.
- Pay all bills (e.g. BARC) before you leave.
- Find out about the scholarships applicable for your program. (link to ucsb eap scholarship page)

Travel

- Make your travel arrangements to arrive by the official EAP start date. Find dates at <http://eap.ucop.edu/eap/country/>
- Photocopy/scan important travel documents including passport and tickets, credit cards, and important EAP contact information to leave with your parents or primary contact.
- Read travel warnings from the State Department at: http://travel.state.gov/travel/cis_pa_tw/tw/tw_1764.html

Information

- Please help correct the "ignorant American" stereotype by getting acquainted with your new host country and culture before you arrive.
- Read your EAP General Guide, Country Guide and commercial travel guidebooks (and take them with you!).
- Talk to returnees or reciprocity students about your host country and university.