



STUDENT CHECKLIST

Education Abroad Program

STAGE 1 - PREPARING TO APPLY	
<input type="checkbox"/>	Meet with study abroad advisor to discuss potential exchange opportunities
<input type="checkbox"/>	Meet with academic advisor to discuss study abroad fit with current MHC program
<input type="checkbox"/>	Financial budgeting needs have been considered
STAGE 2 - APPLICATION	
<input type="checkbox"/>	Application has been completed and handed in to MHC with all supporting documents
<input type="checkbox"/>	An interview with International Education has been completed
STAGE 3 - ACCEPTANCE	
<input type="checkbox"/>	Administration fee for study abroad experience has been paid in full
<input type="checkbox"/>	Post-acceptance interview with International Education
<input type="checkbox"/>	Complete and submit application for the partner institution identified in your MHC application
<input type="checkbox"/>	Meet with academic advisor and/or program coordinator to approve study plan
<input type="checkbox"/>	Study plan approval form has been signed (by both academic advisor and program coordinator) and submitted to International
STAGE 4 – TRAVEL PREPARATIONS	
<input type="checkbox"/>	Passport is current and up to date
<input type="checkbox"/>	Visa/study permit application has been submitted (if applicable)
<input type="checkbox"/>	Health Insurance has been paid in full – International Office will enroll students
<input type="checkbox"/>	Book appointment for consultation and vaccinations at the local health clinic
<input type="checkbox"/>	Flights have been booked and accommodation has been confirmed
<input type="checkbox"/>	Financial and currency requirements/plans in place (i.e. foreign bank accounts, local currency in cash)
<input type="checkbox"/>	The government travel advisory has been reviewed
<input type="checkbox"/>	Passport has been registered with the Canadian government
<input type="checkbox"/>	Emergency Protocol has been completed and submitted to International Education
STAGE 5 – PRE DEPARTURE SESSION	
<input type="checkbox"/>	Attend in person per departure session with international education staff
STAGE 6 – DURING STUDY ABROAD	
<input type="checkbox"/>	Keep in contact with International Education office while abroad, let us know of any major issue that may arise
<input type="checkbox"/>	Inform International office of any changes to travel or study plans
STAGE 7 – RE-ENTRY	
<input type="checkbox"/>	Attend in person re-entry session with International Education staff
<input type="checkbox"/>	Provide feedback of experience