

## STUDENT CHECKLIST FOR INTERNATIONAL PROGRAM

### SAFETY AND RISK MANAGEMENT: PLAN AHEAD

**Required Documents:** Obtain your Passport or any required visas as soon as possible. For more information visit: [www.travel.state.gov/passport/passport\\_1738.html](http://www.travel.state.gov/passport/passport_1738.html) or contact the program Director.

Verify the name on the airline ticket matches exactly the name on the passport. Be aware of nicknames, middle initials, married/maiden names, etc.

**Travel Warnings:** Check out any appropriate Travel Warnings, Consular Information Sheets, and Public Announcements available at <http://www.state.gov/>.

**Do Your Homework:** Review the weather and local conditions for the duration of the time you are visiting; investigate the laws, legal system, political landscape, and culture of the country you are visiting.

**Orientation:** Attend all mandatory pre-departure orientations headed by the program director.

**Financial Information:** Know the credit limits on all your credit cards as well as how to contact those companies while abroad. You should also contact your bank and credit card company to inform them of your travel plans (including location and length of stay), so that your accounts will not be frozen unexpectedly while you are away.

Order foreign currency and/or traveler's checks (Try not to carry around excessive amounts of cash)

**U.S. Embassy:** Know the location and how to contact the closest embassy or consulate of all your destinations by visiting <http://usembassy.state.gov>. Non U.S. Citizens should research the embassy and consulate of their countries of nationality).

**Communication:** Find out whether or not your cell phones/wireless mobile devices will work abroad. Retain contact information for international host institution, program director and U.S. based college campus. Plan for multiple ways to connect home (e.g., calling card, internationally accessible email address, cell phone, etc.).

**Packing:** Pack appropriately (e.g., suitable clothing, toiletries, etc.). For a suggested packing list for students abroad, please visit the US. Department of State site

<http://studentsabroad.state.gov/content/pdfs/Packlist.pdf> or contact the program director. Do not bring valuables beyond those you require. If you are concerned about theft/loss, please consider purchasing Travelers insurance.

## **FAIRFIELD UNIVERSITY BEHAVIOR POLICIES**

**Drug and Alcohol Policy:** Familiarize yourself with Fairfield University's Policy.

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[insert website link here](#)

### **MEDICAL PREPAREDNESS**

**Physical Exam:** Schedule a complete physical examination with your physician.

**Prescriptions:** Find out whether your prescriptions are considered illegal narcotics in the country you are visiting. Get a letter from your doctor listing your medications and explaining why you need them. Carry instructions for treating any allergies or other unique medical conditions you might have.

Bring an adequate supply of any medication you require for the duration of the trip.

Keep all medications in their original containers.

**Vaccinations:** Find out if it is required or recommended to get any vaccinations, immunizations, shots, or medicines and arrange to obtain those that are required.

**Disclosure of Medical History:** You may voluntarily disclose any disabilities, problems, or special health issues that may need to be accommodated during the trip to your program director.

**Medical Insurance:** Verify that you have valid health and travel insurance that will cover you while abroad. Coverage areas should include: major medical, evacuation, and repatriation. Carry your insurance card with you at all times during the trip.

### **BEFORE YOU LEAVE**

**Copy Documents:** Leave copies of the following documents with someone at home:

- Passport identification page
- Airline information
- Driver's license
- Credit cards
- Serial numbers of your traveler's checks
- Your contact information abroad (telephone, email, address)
- Emergency contact information abroad

Insurance information: Consider scanning important documents and emailing them to yourself. If you are concerned about trip cancellation, you may consider purchasing Trip Interruption/Cancellation insurance.

**For the Airport:** Make sure your *covered* luggage tags are labelled with your name, address and telephone numbers. Also, place your contact information *inside* each piece of luggage. Familiarize yourself with the current TSA luggage guidelines for air travel at <<http://www.tsa.gov>> and find out how much luggage your airline will allow.

**Arrange transportation to and from the airport(s).**

### ADDITIONAL RESOURCES

U.S. Department of State – Students Abroad: <http://studentsabroad.state.gov/>

U.S. Department of State – Tips for Student Travelers:

[http://travel.state.gov/travel/tips/tips\\_1232.html](http://travel.state.gov/travel/tips/tips_1232.html)