

**Brody SOM**  
**Checklist for International Rotation Participants**

1. \_\_\_\_\_ Apply for Passport (apply minimum 16 weeks prior to departure or follow guidelines provided)
2. \_\_\_\_\_ Apply for Visa (if applicable; please visit [www.travel.state.gov](http://www.travel.state.gov) for visa requirements to the country you are visiting; apply 16 weeks prior to departure or follow guidelines provided)
3. \_\_\_\_\_ Make an appointment with Kelly Lancaster in BSOM's Financial Aid office (if applicable; at least 60 days ahead of departure)
4. \_\_\_\_\_ Attend the Pre-Departure Orientation (Dates and Times will be given by ECU's Study Abroad Coordinator; dates flexible)
5. \_\_\_\_\_ Submit required forms to Student Affairs Office; see web site for list (all forms must be completed no later than 30 days prior to departure)
6. \_\_\_\_\_ Apply for/arrange housing at host site (no later than 30 days prior to departure)
7. \_\_\_\_\_ See your doctor (travel clinic) to ensure that you are in good health to travel (at least 30-45 days ahead of departure; call as early as possible for appointment)
8. \_\_\_\_\_ Obtain required vaccinations (if applicable; at least 30-45 days ahead of departure or follow guidelines of travel clinic)
9. \_\_\_\_\_ Purchase airfare to host country (60-90 days in advance for best fares)
10. \_\_\_\_\_ Post-travel return visit to your doctor (travel clinic) as needed (within 30 days of return)

**REMEMBER:** Stay in contact with your academic advisor before, during and after your study abroad.