

# Study Abroad Checklist – Independent Programs

Once approved for study abroad by CISP all students must submit the following to CISP:

1.  **Statement of Insurance (Form)**  
Fill in form; Attach a copy of your insurance card or confirmation of enrollment letter. All students studying abroad are required to have insurance that provides medical coverage outside of the U.S. Please check with your health care provider whether your policy applies outside of the U.S., what the policy will cover during the period abroad, and how payments will be made to the hospital/doctor. Repatriation and medical evacuation are included in the ISIC Card.
2.  **Copy of ID Page of Passport and Visa**  
Apply for passport and if necessary, a student visa. Submit a copy to CISP.
3.  **Assumption of Risk and Release Form (Form)**  
Read the form, sign, and submit to CISP.
4.  **Medical Statement (Form)**  
Make an appointment with your physician or campus medical center and ask them to complete the Medical Statement. Schedule inoculations if applicable.  
  
If you are currently seeing a **therapist**, please talk to him/her regarding your trip abroad.
5.  **International Student Identification Card (Form)**  
Complete International Student Identity Card application form and attach one passport-sized photo. Pay \$22 to CSU Bursar's Office. Submit \$22 receipt, application form and photo to CISP.
6.  **Approval of Plan for Study Abroad (Form)**  
Fill in top section of the approval form and take to CSU Study Abroad Coordinator for verification of GPA. Then fill in courses you plan to take abroad and take to your advisor for approval and signature. Next take to the individual department deans for approval.
7.  **Departure and Return dates**  
Submit a copy of your flight itinerary.
8.  **Program Provider or Foreign University Acceptance Letter**  
Submit a copy of the acceptance letter.
9.  **(Optional) Health and Wellness Form**  
Help us help you to better prepare for your experience abroad by disclosing any medications and/or your health history
10.  **(Optional) Special Needs Form - submit directly to Office of Disability Services**  
Office of Disabilities Services will assist students in seeking accommodations abroad.

**All documents are due no later than last day of the exam period in the semester preceding study abroad**