Pre-Departure Checklist

This list serves as a guideline for pre-departure preparation. It is not comprehensive, and additional preparation may be necessary. Please adapt/modify this list as applicable to your particular study abroad plans and personal situation.

Preparation for your Specific Study Abroad Program:
- Get organized! Create a folder in your email to keep all program correspondence for easy reference.
- Check your Penn Abroad online application items for completion.
- Review information from your pre-departure orientations, information provided directly by your program, and emails from Penn Abroad staff.
- Keep track of and adhere to both Penn and program-specific deadlines.
- Obtain the appropriate travel documents.
- Utilize past participants for advice and suggestions.

Learning and Reflection:
- Read about the history, culture, and current events in your destination. How will this benefit your study abroad experience?
- Consider your academic and personal goals for study abroad. What steps will you take to achieve these goals?
- How are various aspects of your identity perceived by people in your study abroad location?
- What tools or skills have you developed in adapting to life at Penn that you might apply while adjusting to life abroad?

Health and Safety:
- Allow ample time to submit your Penn Abroad Health Information Form (see your Penn Abroad online application for deadlines and details).
- Confirm your participation in the Global Activities Registry (once you have received email notification) and enter your flight details.
- Confirm that you have adequate health insurance for your semester(s) abroad. Penn requires that students have medical insurance valid both in the U.S. and abroad (see the Penn Abroad policy on insurance).
- Consider purchasing personal property insurance (recommended).
- Access International SOS medical, security, and travel assistance services for your study abroad location (Penn membership number: 11BSGC000012).

On Penn’s Campus:
- Obtain course approval using XCAT.
- Cancel on-campus housing and meal plan for the semester you’ll be abroad (see your Penn Abroad online application for deadlines and details).

Finances:
- Review program budget sheet (both on the Penn Abroad website and provided to you via email) and share it with your parents/guardians.
- If you receive financial aid, consult with SFS on details of your aid package for the semester(s) you’ll be abroad.

Travel and Arrival:
- Check program dates and plan accordingly: know when and where you need to arrive, and have a plan for how to get there.
- Make flight arrangements (be aware of the refund policy and charges for date changes).
- Bring a small amount of local currency for when you first arrive.
- Double-check that you have your passport and travel documents!