

Checklist for Individual Study/Research That Includes Domestic Overnight or International Travel

If your Individual Study involves domestic overnight or international travel (for any reason or length of time), you will also need to do the following. You should schedule with an advisor in International Education to guide you through these steps by phoning 651.962.6450.

The forms referenced below can be found at <http://www.stthomas.edu/studyabroad/offcampustravel>

For both international and domestic overnight travel:

- Sign and submit one of the following to International Education (IEC) (44 N. Cleveland).
 - **International Program Agreement**
 - **Off-Campus Domestic Program Agreement**
- Provide a travel itinerary and contact information to International Education prior to your departure.

For International Travel only:

- Obtain an International Student ID Card from the IEC prior to departure. This identification card provides special travel insurance features including medical evacuation and repatriation. You may want to explore additional coverage as well.
- Register your travel with the U.S. State Department (www.travel.state.gov).
- If your destination country is considered 'Developing World' you must make an appointment in Student Health Services for a pre-departure Travel Clinic visit (or with the clinic of your choice). It is recommended that you schedule this as far in advance as possible as preventative vaccines often require long lead times. If you are traveling to places in the "Developed World" such as Western Europe, you are still strongly advised to schedule a Travel Clinic appointment. Contact Student Health Services at 651.962.6750.
- International Travel requires a valid passport. Visit www.travel.state.gov for information on obtaining a U.S. passport. If your destination country requires a visa, please consult with an advisor in International Education.
- Note that all university-related travel is subject to the St. Thomas Travel Cancellation Policy (reference at www.stthomas.edu/studyabroad/offcampustravel).

This student has met with me and understands the required steps that must be completed before traveling to conduct his/her individual study/research.

Study Abroad Advisor

Date

