



Check List: Travel Logistics

- Contact your site** to confirm the details of your program. Some programs request that you only bring certain things with you, such as medical equipment. Check with them first. Also inquire whether or not you will need to bring mosquito netting and/or your own water sanitation equipment.

- Consult with the [U.S. Department of State](#)** for Country Specific Information that includes Travel Warnings and Travel Alerts. You can also access this information by calling the Office of Overseas Citizen Services at 1-888-407-4747.

- Renew or apply for your passport.** For application procedures and sites, visit the [U.S. Department of State](#) or call the National Passport Information Center at 1-877-487-2778. Even if the country you will be visiting does not require you to have a passport, the U.S. requires a passport for reentry. If you already have a passport, check the expiration date; some countries will deny you access if your passport is scheduled to expire in less than six months.

- Research [visa requirements](#)** at the U.S. Department of State by visiting the country's embassy or consulate or by contacting the [Federal Citizen Information Center](#).

- Research your housing options.** Does the program provide housing or housing assistance, or do you need to make arrangements on your own? If you have to arrange your own housing, try [Hostelling International](#), university study abroad departments, and online travel sites to determine your options.

- Book your airline ticket.** Try online student travel sites to find less expensive fares such as those listed in [GO Resources: Travel Logistics: Transportation and Accommodations](#). Also consider whether or not you are likely to travel before or after your program and take that into consideration when making your travel arrangements.

- Choose someone to act as your emergency contact.** This person should have all contact information for you while you are away and details regarding your itinerary.

- Make two copies of your passport, visa(s), an additional form of picture ID, and documentation of any vaccinations you have received.** Leave one copy at home with your emergency contact and take one set of copies with you, storing it away from the originals. If your passport and/or visa(s) are lost or stolen, having this additional identification will be necessary to obtain new documentation.

- The U.S. Department of State encourages U.S. citizens to [register](#)** with them before traveling overseas.

- Make arrangements for upcoming course registration and scholarship or financial aid renewal** while you are away. If you will be earning credit for your participation, make sure you know what documentation you will need in order to receive credit from your home institution.

- Contact your site** to confirm your participation and to obtain details on traveling to your program location.

- Decide how you will communicate with people back home.** Will you have Internet access? Is there an address where mail can be sent or forwarded to you? Consider buying a phone card before you leave to give you the option of calling home. Tell those who expect to hear from you that it may take you some time to contact them to let them know that you arrived safely and how often you anticipate being able to check in with them.

- For suggestions on what to pack and what to leave behind,** check university study abroad sites for packing lists. The [International Medical Volunteers Association](#) has a helpful list. Research your destination's weather and local customs pertaining to dress. Refer to [GO Resources: Travel Logistics: Packing: Supplies and Equipment](#).

- Make a list of emergency numbers to take with you,** including the numbers to the nearest embassy and/or consulate and any travel agents or airlines you will be using.

Notes
