

DEADLINES AND IMPORTANT MEETINGS

Summer 2018 PROGRAM: Costa Rica: Pre-Health Career Exploration

February 12th:

Meeting #1: 5:00pm-6:00pm (LLS 221)

- “Get To Know You” activity
- Review Deadlines and Important Meetings
- Do you have your passport?
- Registration for Summer 2018
- Health Clearance Forms
- MVI Forms
- Course Readings

March 1st:

Are you using **Financial Aid or UNL renewable scholarships** for the program?

If no, you do not need to take any action in regards to this step.

If yes...

- Download the Complete the “Adjustment to Cost of Attendance Form” from the Announcements Section of your MyWorld & complete your information at the top
- Make an appointment at the Office of Scholarships & Financial Aid with Anna Plank, Tabitha Haynes, Summer Woolsey, or Richelle Saalfeld – mention you want to discuss using Financial Aid and/or UNL Renewable Scholarships for your study abroad program
- Take the Complete “Adjustment to Cost of Attendance Form” with you to your appointment
- Anna, Tabitha, Summer, or Richelle will use this form to evaluate your Financial package and inform you how your current aid/scholarships will apply to this program

Office of Scholarships & Financial Aid
12 Canfield 402-472-2030
financialaid@unl.edu

- March 6th:** **Health Clearance Forms** to Education Abroad Office should **any accommodations *be needed*** (<http://educationabroad.unl.edu/health-safety>)
- Electronically sign the “Health Clearance Notification” document and the “Health Clearance Requirement (STUDENT)” on MyWorld
 - Complete the Confidential Health History Form (this will not be shared with our office – only with your health care provider)
 - Make an appointment with your health care provider (some students go to the Travel Clinic at the University Health Center. You can also go to your local physician)
 - Take the Health Clearance Form with you to your appointment. Have your physician complete the form, and return the form to the Education Abroad Office front desk
- March 16th:** Complete the **Monteverde Institute (MVI) Forms** and return to Carmen in 127 Love Library – Front Desk.
- Forms I-V: Basic Information, Health Information, Dietary Information, Homestay Information, Spanish Course Information
 - *On form II (Health Information), please leave “International Health Insurance Information” blank – the Education Abroad Office will provide MVI with international health insurance details on behalf of all participants*
 - MVI Participant Conduct Agreement & Liability Waiver
 - MVI Student Handbook (read only in Canvas)
 - MVI Student Code of Conduct (read only in Canvas)
- March 20th:** MUST be enrolled in appropriate **UNL courses for summer 2018**.
- All students are required to enroll in the summer 2018 course associated with this program, CASC 191: Special Topics: Pre-Health in Costa Rica. (registration for summer 2018 opens on March 5, 2018)
- March 23rd:** **Passport Copy** MUST be uploaded to MyWorld Application (scanned copy uploaded under the “Passport Information” Questionnaire)
Apply for your passport! (<http://passport.unl.edu>)
Keep in mind the 4-6 weeks that your passport takes to get sent to you – you may want to pay the extra fees to have the passport expedited (an expedited passport takes approx. 3 weeks)
- April 6th:** **Health Clearance Forms** to Education Abroad Office if accommodations are *not needed*

*Attend Pre-Departure Orientation (**required**)*

- *Starting in April the faculty leaders along with the Education Abroad Office will hold pre-departure meetings as well as a pre-departure orientation. These meetings will take place on Monday evenings. **Please note that you are required to attend a pre-departure orientation – if you miss the class meeting the day the Education Abroad Office delivers this orientation you will be required to attend a makeup session.***

April 9th: **Meeting #2:** 4:00 – 5:00 p.m. CBA Room 31

April 15th: Upload a **Copy of Your United Healthcare Student Insurance Card** (PROGRAM DATES)

- By mid-March the UNL Education Abroad Office will enroll you in United Healthcare Student Insurance.
- Once we enroll you in insurance you will receive an email from the United Healthcare website with login instructions. You will then be able to login to their website to obtain your international insurance card.
- Please download your card from the United Healthcare website and upload a copy of this card to your MyWorld application.

April 16th: **Meeting #3:** 4:00 – 5:00 p.m. CBA Room 31

April 22nd: Complete all other questionnaires, materials, and signature documents within your **MyWorld Application**

- U.S. Department of State and CDC Follow-Up*
- Centers for Disease Control (CDC) website*
- Creating AND Updating Your Itinerary Record in MyWorld*
- Education Abroad Agreement*
- US State Department Information*
- Using Financial Aid*
- Creating a Culture of Safety: A Practical Guide to Going Abroad*
- GeoBlue Student Health Insurance Coverage + Political Security & Natural Disaster Services*

**All above items are due at least two weeks prior to your program's departure*

- April 22nd:** Complete your “Power of Attorney” agreement (**optional, but recommended**) If you would like to designate someone to be your Power of Attorney (POA) while abroad, please make an appointment at the Student Legal Services Office in the Union. It will take about 15 min. to draft a POA, and is free of charge. All you will need is the general contact information of your POA (i.e. full name, phone number, address, etc.). If you complete a POA, please bring a copy of the POA to the Education Abroad Office. Give the original copy to your designated POA.
- April 23rd:** **Meeting #4:** 4:00 – 5:00 p.m. CBA Room 31
- April 30th:** **Meeting #5:** 4:00 – 5:00 p.m. CBA Room 31
- April 30th:** Education Abroad will enroll all students in STEP (Smart Traveler Enrollment Program with U.S. Department of State)