

UNO Criminal Justice Program

Spring 2018 Pre-Departure Task List

Reminder – How to Login to MyWorld:

1. Go to educationabroad.unl.edu
2. Click on the “Log in to MyWorld” button in the middle of the screen
3. Use your Blackboard credentials to log in
4. Once in the system, click on your application to the ~UNL Affiliated: England: The UNO Criminal Justice Program to complete the necessary items

■ **Answer the Emergency Contact #1, Emergency Contact #2, and Personal/Academic Information questionnaires on your [MyWorld](#) application**

■ **Commit** to your program on MyWorld (login to MyWorld, click on your application, and then select the “commit” button on the middle left-hand side of your screen)

■ **Answer the *Passport Information questionnaire in MyWorld**

If you do not have a passport please apply for one as soon as possible! Find more information at <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)

■ **Complete the Health Clearance Process!** (<http://educationabroad.unl.edu/health-safety>)

- Electronically sign the “Health Clearance Requirement (STUDENT)” and “Health Clearance Notification” documents 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

Due Date(s):

- Two months prior to departure if you **DO** need accommodations: March 10, 2018
- One month prior to departure if you **DO NOT** need accommodations: April 10, 2018

■ **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.

Due Date: April 26, 2018

■ **Complete all other questionnaires and items** within your MyWorld Application

- U.S. Department of State and CDC follow-up

- Authorization Statement (read & sign)
- Budget & Scholarships (read & sign)
- Eligibility & Conditions of Participation (read & sign)
- Program Provider Application Required (read & sign)
- Visas and Passport (read & sign)
- Withdrawal Policies (provider programs) (read & sign)
- Centers for Disease Control (CDC) website (read & sign)
- Education Abroad Agreement (read & sign)
- US State Department Information (read & sign)
- University of Nebraska Travel Warning Policy (read & sign)
- Using Financial Aid (read & sign)
- Creating a Culture of Safety: A Practical Guide to Going Abroad (view & sign)

*All above items are due at least two weeks prior to your program's departure on **April 26, 2018**
- however it is suggested that you begin completing this items as soon as possible

■ **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

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

- Pre-Departure Orientation for students going abroad during summer 2018 will be **Friday, April 6, 2018**. Though the schedule is still being determined, orientation will likely begin around **3:00 PM** and end by **7:00 PM**. Specific times and an RSVP form will be communicated via email later in the spring.