



ETSU EDUCATION ABROAD

Spring 2022 Checklist



EAST TENNESSEE STATE
UNIVERSITY

studyabroad@etsu.edu

Overview

Deadline	Steps	Contact
April 15th	1: Bucs Abroad Portal	studyabroad@etsu.edu
	2: Meet with Advisors and Research	collinsa@etsu.edu Academic Advisor
April 15th	3: Apply on Bucs Abroad	studyabroad@etsu.edu
April 15th	4: Apply on Program Webpage	Program contact person
Oct. 1st	5: After Program Acceptance	studyabroad@etsu.edu
Nov. 1st	6: Before You Depart the USA	higginsv@etsu.edu universityhealth@etsu.edu
	7: Before returning to the USA	studyabroad@etsu.edu higginsv@etsu.edu

For questions, please contact
studyabroad@etsu.edu

Important Information

Late Applications & Communications

The ETSU Study Abroad team must endorse your application for our study abroad partners to ensure you are meeting academic and eligibility requirements and making informed decisions.

ETSU may reject or withdraw applications under certain circumstances; including, but not limited to:

- Emails & questions are unanswered
- Changes to application (such as region) that are not approved prior to the deadline
- Applications are past the internal or external deadline
- Travel advisories change

For questions, please contact
studyabroad@etsu.edu

Step 1: Bucs Abroad Portal

DEADLINE: APRIL 15TH

Visit Bucs Abroad Portal at:

<https://ww.etsu.edu/honors/studyabroad>

- Email us to attend an interest session
(studyabroad@etsu.edu)
- Decide how you would like to study abroad
 - Click "Explore Summer/Winter Options" on the Bucs Abroad main page

**For questions, please contact
studyabroad@etsu.edu**

Step 2: Meet with Advisors and Research

RECEIVE GUIDANCE FROM THE FOLLOWING:

- ETSU Academic Advisor
 - Discuss graduation requirements, course types and study abroad timeline
- Review fee tables and assess your budget
- Amy Collins, ETSU Financial Aid
 - Discuss financial aid & scholarships
- Faculty Leader/Direct Enrollment Organization/University international student office
- Family and/or Support System
 - Safety - Review U.S. Department of State travel advisories for the country and city
- Graduation Office
 - Only if planning to study abroad during your last semester at ETSU (may delay graduation)

**For questions, please contact
studyabroad@etsu.edu**

Step 3: Apply on Bucs Abroad

DEADLINE: APRIL 15TH

- Click on the program you're interested in & click "Apply Now"
- Submit all of the following documents prior to the deadline:
 - \$32 Application Fee
 - Agree to Disciplinary Record terms
 - Submit general application questionnaire
 - Submit transcripts onto the Bucs Abroad page
 - Recommendation if applicable (some programs do not require this)

**For questions, please contact
studyabroad@etsu.edu**

Step 4: Apply on Program Webpage

DEADLINE: APRIL 15TH

- Assess the Academic Calendar
 - Ensure that you can return to the USA before the next semester
 - Consider studying abroad in the Spring if you want additional travel time
- Apply on Program Webpage
 - Meet all program or university application requirements and deadlines

For questions, please contact
studyabroad@etsu.edu

Step 5: After Program Acceptance

DEADLINE: OCTOBER 1ST

- Apply for scholarships
 - See "Scholarships" link on Bucs Abroad for scholarships
- Apply for a Passport
 - Cost ~ \$190
 - Ensure passport is valid for 6 months after return date
 - On-campus passport services available
 - If needed, apply for visa
 - Most countries do not need a visa if travelling for under 30 days. Check with your faculty leader or organization's advisor to be certain

**For questions, please contact
studyabroad@etsu.edu**

Step 6: Before You Depart the USA

DEADLINE: NOVEMBER 1ST

- Attend Cohort meetings to learn about next steps
- Submit ALL post-acceptance documents in Bucs Abroad
 - Purchase ETSU CISI Health Insurance
 - Complete the Study Abroad Credit Approval (SACA) form
- Register for appropriate class on Goldlink
- Get the necessary vaccinations
 - Check the CDC.org's "Traveler Health" tab for more information
- Attend Pre-Departure Orientation
- Register for your courses abroad

For questions, please contact
studyabroad@etsu.edu

Step 7: Planning Your Return

BEFORE RETURNING TO THE USA

- Request institution to send English transcripts to ETSU
 - Please add "Attn: Valerie Higgins" to mailing address or emails (higginsv@etsu)
 - **Note:** Students who do not arrange this prior to departure often have significant delays in receiving their financial aid/scholarships. Ensure transcripts are mailed prior to the start of classes at ETSU.
- Consider applying for APS, FWS, and internship opportunities within ETSU Study Abroad
- RSVP for the Bucs Abroad Re-Entry Party! We will celebrate your time abroad, help you adjust back to life in the USA, and discuss future career opportunities.

For questions, please contact
studyabroad@etsu.edu