



Education Abroad: Student Checklist

STAGE 1 - PREPARING TO APPLY TO MHC EDUCATION ABROAD PROGRAM

- Meet with study abroad advisor to discuss potential exchange opportunities
- Meet with academic advisor to discuss study abroad fit with current MHC program
- Consider financial budgeting needs, funding opportunities (budget form)
- Ensure passport is current and up to date, if not apply for passport ASAP

STAGE 2 – APPLYING TO MHC EDUCATION ABROAD PROGRAM

- Submit MHC application and supporting documents to International Education – goabroad@mhc.ab.ca

STAGE 3 – ACCEPTANCE & APPLYING TO PARTNER INSTITUTION

- Confirm acceptance in program; Pay acceptance deposit/education abroad fee
- Meet with International Education to discuss next steps & partner application
- Submit completed application & supporting documents to the partner institution identified in your MHC application
- Meet with academic advisor/program coordinator to approve letter of permission for submission

STAGE 4 – TRAVEL PREPARATIONS & PRE-DEPARTURE

- Review government travel advisory [website](#) for intended destination
- Apply for accommodation at partner institution
- Complete vaccination consultation with health care provider
- Book return flights
- Apply for visa/study permit (if applicable)
- Register passport with the [Canadian government](#)
- Pay health insurance fee – International Office will enroll students and post to student account
- Prepare for financial requirements i.e., ordering foreign currency, notifying bank of travel, opening a foreign bank account etc.
- Submit completed Emergency Protocol to International Education
- Complete Intercultural Training
- Complete pre-departure session with International Education

STAGE 5 – DURING STUDY ABROAD

- Maintain contact with International Education office while abroad, inform of any major issue that may arise
- Inform International Education of any changes to travel or study plans

STAGE 6 – RE-ENTRY

- Complete exchange questionnaire and submit to International Education
- Attend in person re-entry session with International Education (mandatory)