



Study Abroad Checklist

STUDENT NAME: _____

STUDENT ID#: _____

STEPS TO APPLY:

- ☐ Meet with Director of Study Abroad
- ☐ SMU Study Abroad Application
- ☐ SMU Acceptance and Approval
- ☐ Program Specific Application (if applicable)

CREDIT APPROVAL:

- ☐ Meet with Academic Advisor
- ☐ Select Courses Abroad (if applicable)
- ☐ Complete Course Approval Form (if applicable)

FORMS:

- ☐ Acknowledgement of Responsibility
- ☐ Emergency Contact Information
- ☐ Health & COVID Information
- ☐ Assumption of Risk & Release
- ☐ Student Affairs Review
- ☐ Student Financial Services Review

TRAVEL DOCUMENTS:

- ☐ Copy of Passport
- ☐ Copy of Visa (if applicable)
- ☐ Flight Itinerary
- ☐ Housing Information
- ☐ International Insurance Information
- ☐ Enroll in STEP Program

NOTES:

Received by _____ on _____
(Director of Study Abroad) (Date)