**STEP 1:** KNOW THE DEADLINES:

- **Summer, Semester, Yearlong:**
  - Spring: **October 1st**
  - Summer or fall: **March 1st**
- **Faculty-led Courses:**
  - Spring break: **October 15th**
  - Summer: **January 15th**
  - Fall break: **June 1st**

**STEP 2:** RESEARCH REQUIREMENTS AND OPTIONS:
Minimum requirements: 30 credit hours, 2.75 GPA, and good academic standing. Research options on studyabroad.wcu.edu.

**STEP 3:** MEET WITH A PEER ADVISOR:
Check our website, studyabroad.wcu.edu, to find our peer advising schedule.

**STEP 4:** ATTEND A NEXT STEPS CHECKLIST MEETING:
Attend this meeting AFTER your Options appointment. Learn about important tasks to complete before studying abroad. These take place weekly – contact IPS for times.

**STEP 5:** MEET WITH YOUR ACADEMIC ADVISOR
Discuss your plans to study abroad and fill out the Course Approval Form, which you will receive after meeting with us.

**STEP 6:** SUBMIT YOUR APPLICATIONS
Submit your WCU application (300-500 word Statement of Purpose, 1 official transcript, 2 academic references, online forms, $150 app fee), as well as your program application.

**STEP 7:** ESTIMATE YOUR EXPENSES
Develop a budget for yourself and talk to the financial aid office about any financial aid related questions. Find a sample budget worksheet in the Resources section of our website.

**STEP 8:** APPLY FOR SCHOLARSHIPS
There are many external scholarships you can apply for! Look on studyabroad.wcu.edu and studyabroad.com.

**STEP 9:** APPLY FOR YOUR PASSPORT AND RESEARCH STUDENT VISA REQUIREMENTS
Find this information on travel.state.gov or on the embassy website for your host country.

**STEP 10:** COMPLETE THE STUDY ABROAD COURSE APPROVAL FORM
Completed BEFORE you go (Japan programs exempt)

**STEP 11:** OTHER IMPORTANT DETAILS
Attend the Pre-Departure Orientation (mandatory), buy airline tickets, notify your bank, etc.

**STEP 12:** GO ABROAD!
Keep in touch with us, have a great time, join our Facebook and Instagram pages, and use the #wcuabroad hashtag so we can repost photos!

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