



International Business Study Abroad Program Checklist Multiple-Degree

One Year Before You Go (prior to the Study Abroad application deadline):

- Attend IB101 as soon as possible (if not already attended)
- Attend a Study Abroad Language-Specific Information Session
- Have a minimum 2.5 cumulative GPA and maintain it up to the point of departure to study abroad institution
- Have good academic standing (not on probation) at the time of application submission and maintain it up to the point of departure to study abroad institution
- Confirm your Multiple-Degree curriculum progression with your Multiple-Degree Advisor
- Plan a budget, look into scholarships, and apply for financial aid using www.fafsa.ed.gov and <http://starter.sdsu.edu/fao/>
- Complete the following paperwork and submit it to the International Business office before the deadline (available on the IB website)
 - IB Study Abroad Application
 - Wish list and 500-Word Personal Statement
 - IB E-mail Release and Disclosure Form
- The IB Office will notify you of your placement in a Study Abroad Program prior to the end of the term
- Obtain a valid passport or renew an existing one

One Semester Before You Go:

- Confirm your Multiple-Degree curriculum progression with your Multiple-Degree Advisor
- Complete and submit the Foreign University Application to the IB Office
- Obtain the official transcripts of all previous education including high school, and begin the process of revalidation of domestic studies (Mexico)
- Attend the mandatory Pre-Departure Orientation
- Research host country issues on health, safety and security and visit the U.S. Department of State Students Abroad website <http://studentsabroad.state.gov/>
- Upon acceptance:
 - Read the IB Study Abroad Handbook (available on the IB website)
 - Obtain Health Insurance. Your plan MUST meet the CSU Study Abroad guidelines

- Make an appointment with your Multiple-Degree Advisor to pick up acceptance letter and bring the following paperwork:
 - Completed IB Study Abroad Agreement Packet
 - A legible signed copy of your passport (if not previously submitted)
 - Proof of International Health Insurance
- Obtain a Visa (if required) to enter the country (be aware that requirements may vary by nationality, country and residents status)
- If you are an international student, file a leave of absence (with a letter from your Multiple-Degree Advisor) with the International Student Center
- Purchase airline ticket
- Submit a legible copy of your visa to the IB Office
- Register for absentee voting if an election is approaching. <http://www.fvap.gov/>

While Abroad:

- Confirm course registration with your Multiple-Degree Advisor if different than Multiple-Degree curriculum
- Verify your enrollment with the Office of Disbursement if you are a financial aid recipient
- If you plan to receive Financial Aid upon return to SDSU, complete and submit a FAFSA by the appropriate deadline www.fafsa.ed.gov
- File a Leave of Absence Form (found on your SDSU Web Portal account) after the first semester abroad
- If available, request multiple official transcripts from your host university for your own records
- Petition for SDSU graduation 6-9 months prior to graduation date
- Complete paperwork for IB 495 (if applicable)
- Don't forget to send us photos of your travels...we love to hear from you! Send photos to: ib@mail.sdsu.edu

After you return:

- Complete an IB Study Abroad Survey (e-mailed to you by IB Office)
- Keep the IB Office posted with any new information
- Meet with your Multiple-Degree Advisor if needed
- Volunteer at Information Sessions and Pre-Departure to keep communication open between groups of IB students!