

## Pre-Departure Travel Checklist

Educate yourself about your destination country, location within the country, and any health considerations provided on the Resources page.

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### Secure your travel documents:

- Passport (valid for at least 6 months after the travel ends)
  - Visa for destination country
  - Any other documentation that is required for entry into destination country
  - Photocopies
    - Make two photocopies of the following information. Leave one copy with a trusted person at home and keep the other copy with you throughout your travel:
      - Emergency contact numbers (airline, hotel, family, program coordinator, UChicago emergency numbers, etc.)
      - Insurance information
      - Credit card
      - Passport
      - Flight itineraries
      - Hotel information
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### Ensure your health & safety:

- Obtain all necessary immunizations
  - Visit your doctor and have a routine check-up on your general physical and mental health
  - Understand any dietary limitations at your destination and verify that your program can accommodate your dietary needs
  - Confirm that you have a sufficient supply of medication that you might need for preexisting conditions while traveling
    - Consider keeping a copy of your doctor's note and/or prescription
    - Confirm that your medication is not an illegal substance in your destination country
    - Note that many medications may be impossible to obtain once abroad
    - Do not take more than you will need – large quantities of medications will appear suspicious to customs agents and other law enforcement
  - Verify that your health insurance provides coverage while traveling internationally and understand the procedure for seeking and paying for medical care utilizing International SOS (ISOS) as an intermediary
  - Write down the following information about your health insurance and ISOS:
    - Policy number and name of the principal insured
    - 24-hour phone number and email of the insurance company and ISOS
  - Obtain insurance to protect personal property against loss or theft if desired (not provided through the University)
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**Research your destination:**

- Brief on the customs, culture, and safety of the destination country
  - Determine if an outlet adapter and/or converter is needed in your destination country
  - Familiarize yourself with the local currency, exchange rate, and methods of exchange
  - Advise your financial institutions (banks, credit cards, etc.) of upcoming travel to your destination country
  - Contact your mobile phone provider to determine options for international service
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**Register your trip:**

- Register international travel plans and contract information in UChicago Traveler
- Register your trip with the State Department Smart Traveler Enrollment Program (STEP)
- Download the International SOS app and print out copies of the ISOS card to carry with you