

### I. BEFORE YOU GO

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- Attend one of the pre-departure sessions. **\*\*Note: attendance at one of these sessions is MANDATORY. Failure to attend will jeopardize your study abroad opportunity**
- Complete the Acknowledgement and Assumption of Risk form and return it to Student Support Services, Huron University College – Room W45, by **March 24**.
- Complete the Students' Rights and Responsibilities form and return it to the Student Support Services, Huron University College – Room W45, by **March 24**.
- For Students who will be using the UHIP, pick up your out-of-country coverage card from the Info- Source in the UCC
- If you will be out of the country for more than 7 months, you must notify the Ontario Ministry of Health. You will need to go into your local OHIP office in person and show them documentation that proves you will be studying abroad and lists the date of your study abroad term
- If you have made any changes to your course selections, contact your Department Chair and Academic Advisor to have those changes approved.
- If you haven't already done so, you must make arrangements for your student VISA. Contact the local embassy/consulate/high commission of the country to which you are going. A link to most countries' embassies in Canada is provided on the UWO exchange website at <http://www.uwo.ca/international/iesc/>. Alternatively, you can find their contact information on the Department of Foreign Affairs and International Trade's website: <http://dfait-maeci.gc.ca/>
- Register your travels on this website: <http://dfait-maeci.gc.ca/>. You will need to do this when you have your local contact information.
- Change your address on the [Student Centre](#) to ensure you receive mail from UWO.
- Arrange for someone to file your income tax for you on your behalf if you will be away during the month of April
- Arrange a Power of Attorney for someone you trust to carry out your banking (including OSAP) and legal matters in your absence
- Make two photocopies of your passport (and other important documents). Leave one with a responsible friend or family member in Canada; carry the second copy separately from your passport

Over...

## II. Items to Pack

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- Your Ready, Set, Go!* Workbook
- Your Emergency Contact Card
- Your passport, student VISA, travelers' cheques, plane tickets, etc. \*\*Note: make sure that your passport is valid for at least one month after your planned return date. Some countries require passports to be valid for longer.
- The address and phone number of the Canadian embassy/consulate that will be nearest to you.
- Any prescription medications (in their original containers) that you will need while on your exchange and a first aid kit.
- A small amount of local currency or U.S. dollars
- Your Global SOS card. Be sure to download their app to your phone!

## III. Upon Your Arrival

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- Email Student Support Services at [huronexchange@uwo.ca](mailto:huronexchange@uwo.ca) as soon as you arrive at your destination and provide us with your local address, phone number, and email address.
- Make contact with the host University Exchange Coordinator.
- Register with the nearest Canadian Consulate or Embassy upon arrival in your host country.

## IV. Before you Return to Huron University College

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- Ensure that you **order a transcript** from your host University and request that it be sent to:

Student Support Services  
Huron University College  
1349 Western Road  
London, Ontario  
N6G 1H3

- If possible, bring back materials from your host University (course calendars, student handbooks etc...) for Student Support Services
- Send us a Postcard!