

## Suggested Checklist for Honduras Study Abroad Program from Dr. Hiatt

- ☐ Explore the Honduras program page to find information about costs, dates, and an overview: <https://apsu.campuscommunity.app/app/programs/2c41fff9-d4c7-48e8-ae06-b5210e58bd65/>
- ☐ View the [itinerary](#) and ask any questions you might have of Dr. Hiatt
- ☐ Complete the [Academic Advisor Approval Form](#)
- ☐ Apply for the program through the overview [page](#) by the deadline of November 10<sup>th</sup>. This step includes a non-refundable \$180 deposit. You will also need to upload the Academic Advisor Approval form in this process.
- ☐ Once you are accepted into the program, you can make an appointment to meet with the study abroad office if you still have questions or concerns, though mandatory advising is not required.
- ☐ Apply for Financial Aid (Some have deadlines before November 10<sup>th</sup> and some have rolling deadlines, so the early you apply, the better!)
  - ☐ Schedule appointment with Study Abroad Financial Aid Counselor ([Jennifer Ellis](#) 931-221-7963) *(if needed)*
  - ☐ Learn about basic financial aid information including study abroad loan advance process
  - ☐ Apply for any applicable scholarships and grants
    - [Global Learning Travel Grant](#) (Deadline: Dec 15<sup>th</sup>)
    - [Social Media Ambassador](#) (Deadline: Dec 15<sup>th</sup>)
    - [APSU Experience Grant](#) (Deadline: October 10<sup>th</sup>)
    - [Honors Program Scholarships](#) (For students in the APSU Honors Program)
    - Find [other study abroad scholarship opportunities](#) that apply to you specifically.
- ☐ Apply for a passport or make sure that your passport is valid at least 6 months after travel
- ☐ Once you have your passport and the dates for the trip are finalized, register your trip with the U.S. Department of State through their Smart Traveler Enrollment Program ([STEP](#)).
- ☐ Attend pre-departure orientation on study day- December 4<sup>th</sup> at 10:00 am. Register for this orientation [here](#).
- ☐ Full payment due on December 15<sup>th</sup>.
- ☐ There will be a commitment step once you are accepted into the program through the application process. This step will include submitting your passport information to the study abroad office before departure.

Questions? Contact the Program Coordinator for specific program questions. [hiattl@apsu.edu](mailto:hiattl@apsu.edu) For all other questions, contact the Study Abroad office at 931-221-6851, [internationaleled@apsu.edu](mailto:internationaleled@apsu.edu) or in the International White House.

### **Study Abroad Advising Session Checklist from the Study Abroad Office: HONDURAS**

- ☐ Student has a copy of the Study Abroad Student Checklist
- ☐ Passport
- ☐ Program Overview (location, coursework, excursions, etc.)
- ☐ Program Costs: item description, agency account, tuition, due dates, etc. as listed on program page:  
<https://apsu.globalcampus.app/programs/2c41fff9-d4c7-48e8-ae06-b5210e58bd65/>
- ☐ Financial Aid
  - ☐ Schedule appointment with Study Abroad Financial Aid Counselor (Jennifer Ellis) (*if needed*)
  - ☐ Basic financial aid information including study abroad loan advance process
  - ☐ Scholarships and grants (ex: Global Learning Travel Grant)
- ☐ Application Process
  - ☐ Applications Deposit (non-refundable) and payments
  - ☐ Due dates for application fees (non-refundable) and payments (Found on program page)
- ☐ Cancellation Policy
- ☐ Optional Trip Cancellation Insurance
- ☐ Orientation Information- Session will be held on Study Day
  - ☐ General orientation
  - ☐ Program specific orientation with faculty program coordinator

### **General Study Abroad Student Checklist**

(\* items order can be reversed)

- ☐ \*Meet with Financial Aid office (*if needed*)
- ☐ \*Complete application by deadline
- ☐ Read cancellation/refund policies
- ☐ Pay application fee/deposit after it is billed to your student account.
- ☐ Pay tuition into student account by date listed on program cost breakdown.
- ☐ First payment due after it is billed to your student account.
- ☐ Final payment due after it is billed to your student account.
- ☐ Register and Attend Mandatory Predeparture Orientation
- ☐ Complete course registration/confirmation
- ☐ Other study abroad/travel related items as requested by Study Abroad—check your APSU email regularly!