



# UNIVERSAL PRE-DEPARTURE GUIDELINE

## ▶ GET PREPARED

### 1. VISA

- Make sure your passport is still valid. If you only have six months left, you should apply for a new one. In that case, please check if you need to reserve your queue online and in advance.
- Check the website of the embassy of the country where you plan to visit to find out your requirements for obtaining a VISA. Some countries might issue an E-VISA, make sure you have the E-VISA document (hard/electronic copies) with you all the time.

### 2. Ticket

- Arrange your travel **ONLY AFTER** receiving approval from the Partner University and obtaining the required VISA. Purchase flexible airline tickets with an easy amendment and cancellation policies.
- Study Guidance for Air Travel.
- Arrive at the airport at least 3 hours before the departure time.
- In case of transit flights, be sure to leave yourself enough time to catch the next flight.

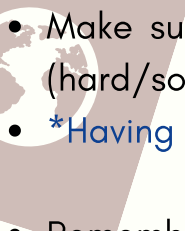
### 3. Housing

Do not book accommodation until you are officially accepted by the Partner University and granted VISA approval.





## 4. Passport & identification document

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- Make sure that you have copies of your passport page and identification document (hard/soft copies) with you all the time.
  - \*Having extra passport photos on your phone is a plus.
  - Remember to give some copies of your passport (hard/soft copies) to your parents/guardians. This is helpful in case of an emergency.

## 5. Personal Checklist (medicine + survival kit)

Create a checklist of everything you need, e.g. prescription, medications, foreign currency, toiletries, electrical appliances, etc.



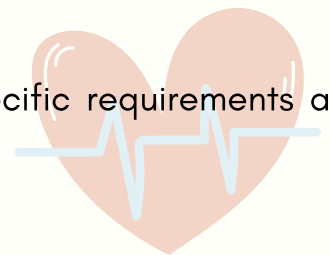
## 6. Vaccination Passport



Make sure that you have a vaccination passport and the vaccine is approved by the authorities at your destination.

## 7. Health Check-up

A health check-up is recommended. Some countries may have specific requirements and tests, e.g. TB test.



## 8. Travel Insurance

It is highly recommended that you purchase a travel insurance plan that covers medical emergencies, trip cancellation, trip interruption, delays, medical evacuation, and/or lost, damaged, or stolen luggage.



## 9. Cultural Awareness / Do's and Don'ts of each country

- Get yourself alerted for what may come.
- Remember to always keep an open mind and follow the local rules and regulations.
- Do try to learn the language or at the least learn a few basic phrases.
- Do make local friends, as this will help you enjoy your experience there a lot more.
- Be aware of your surroundings and stay alert.
- Do dress appropriately and adhere to certain dress codes, e.g. Religious Sites
- It is a great idea to try the local foods since they are representative of the culture.



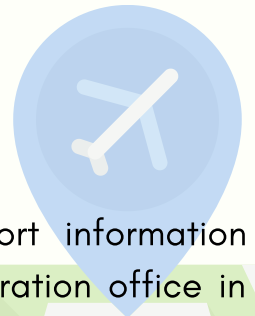
### UPON ARRIVAL

#### 1. Sim card

Purchase a sim card at the airport once you arrive at your destination.

#### 2. Airport Map

Study or download the airport map, immigration information, and airport information updates. Also, follow the official page of your destination airport or immigration office in case there are any updates and/or changes.



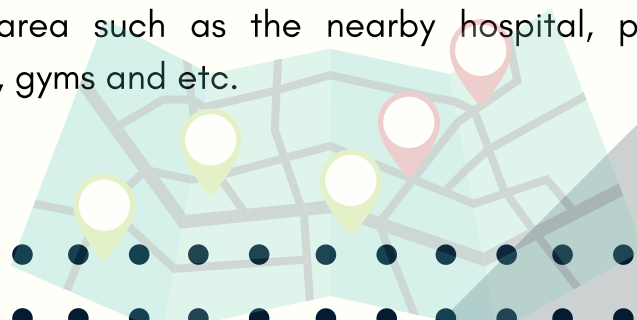
#### 3. Domestic transport

Familiarize yourself with domestic transport / public transportation, including fares, timetables, routes, and transit before you arrive. Most countries offer discounted student fares.



#### 4. Neighborhood map

Explore your neighborhood area such as the nearby hospital, pharmacy, supermarket, restaurant, grocery store, park, gyms and etc.



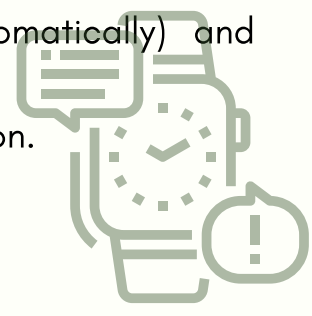


## 5. Emergency number and contacts

Ensure you have all emergency contact information for each country, including the contact information for the International Affairs Office of the Host University.

## 6. Local time

- Set the time on your mobile phone (if it hasn't been done automatically) and double-check the time shown on the itinerary.
- Do not forget Daylight saving time (DST) if it implements at your destination.



# REACHING YOUR DESTINATION

- It is recommended to arrive at least two days before the program begins. You may need some time to settle in and adjust to jetlag.
- It is also recommended to explore the route to the university a day before.

**Keep up with the latest news and events in your area.**

**Enjoy your journey and endless experience.**

