



HVERFORD COLLEGE

Travel Checklist

Administrative and Terra Dotta Tasks

- Confirm program attendance
- Register with [Terra Dotta](#)
- Students: Update parent/guardian emergency information
- Get in touch with alumni living abroad if you'd like to connect with Fords during your trip. [The Alumni Relations and Annual Giving Office](#) is happy to assist.
- Enroll in the State Department's "[Smart Traveler Enrollment Program](#)"
- Make an appointment with [Health Services](#) to review your health needs while abroad. Can your prescriptions be filled outside the U.S.? Do you need any vaccinations?

Passport & Immigration Issues

- Ensure your [passport](#) is valid for at least 6 months after your planned date of return to the U.S.
- Apply for a [visa](#) if necessary. It can take up to 90 days to obtain!
- International Students: Meet with [Denise Allison](#) as early as possible to review any additional paperwork necessary for easy departure and re-entry.
- Check for [travel warnings](#) in the country you plan to visit

Money & Technology

- Alert all of your financial institutions of your travel plans so they know your card(s) will be used outside the United States
- Exchange money for local currency before you leave or at the airport to allow enough cash to get you through the first couple of days abroad
- The College requires you to have a cell phone with international calling if you are on a Haverford sponsored, funded, or approved travel program. Phones can be purchased before or after arrival, depending on the country and personal preference. If you prefer to take your own phone, contact your provider for assistance to make sure it will work in your host country. (Often this is called "unlocking" your phone)
- Acquire any necessary [converters or adapters](#) to plug in your computers to foreign outlets
- Make sure your computer is insured before you leave the U.S.

- Sign up for a [VPN account through IITS](#) to access any necessary Haverford applications while abroad
- [Register to vote](#) from abroad (Absentee Voting) if you will be outside the United States during an election

Health & Safety

- Register with [Chubb Emergency Travel Assistance Insurance](#)
- Review your [insurance coverage](#) to make sure you are covered while traveling abroad.
- Find out what [vaccinations](#) you might need by destination

Documents & Contact Information

- Photocopy of passport and visa
- Photocopy your credit/debit card(s)
- Photocopy your insurance card
- Write down the phone number for Campus Safety (610-896-1111)
- Write down your program's contact information (if applicable)
- Note the [emergency equivalent of 911](#) where you will be visiting
- Give one set of photocopies to your family
- Leave a copy of your itinerary with a friend or family member