



Checklist
Bellarmino Consortia Programs
CCSA KIIS CC-CS
(Due in the IPO (Miles 111) April 23rd)

_____ **Apply for a passport**

You will need the following items for your application:

- ✓ A passport application
- ✓ Proof of Identity i.e. current, valid Driver's license
- ✓ Either a previous U.S. Passport OR a certified birth certificate issued by the city, county or state
NOTE: A certified birth certificate has a registrar's raised, embossed, impressed or multicolored seal, registrar's signature, and the date the certificate was filed with the registrar's office, which must be within 1 year of your birth
- ✓ Application fee
- ✓ Provide Two Passport Photos- Your photographs must be:
2x2 inches in size
Identical
Taken within the past 6 months, showing current appearance
In Color
Full face, front view with a plain white or off-white background

_____ **Apply for your ISIC Card- www.statravel.com**
(For KIIS participants, this will be done by KIIS)

_____ **Turn in your BU Release Form & Emergency Contact Information Form**

_____ **Turn in a copy of your passport**

_____ **Turn in a copy of your ISIC Card**

_____ **Fill out and turn in your Bellarmine Emergency Card Form**

_____ **Pick up your BU emergency card prior to departure.**
Remember to keep it on you at all times while abroad.

_____ **Register with the U.S. Embassy for the country where you will study**
<https://travelregistration.state.gov/ibrs/>

_____ **Turn in a copy of your flight itinerary (if applicable)**

_____ **Apply for additional study abroad insurance (optional)**
www.studyabroadinsurance.com

_____ **Notify credit card companies/banks that you will be using your card(s)**
overseas

_____ **Order the local currency from your bank or get them at the Louisville Airport counter**
(We recommend having at least 100 euros in cash with you)

_____ **Provide your parents/emergency contact person with a copy of your itinerary**
and overseas contact information

Name: _____ **Program:** _____

Signature: _____ **Date:** _____