

# GIF Pre-Departure Checklist for Spring 2023

Updated: August 10, 2022

ONGOING	
<input type="checkbox"/> READ update emails for new program info, instructions, and reminders	
<input type="checkbox"/> Keep your parents informed with information about the program	
<input type="checkbox"/> Research about Florence and Italy (news, articles, books, blogs, videos)	
AUGUST & SEPTEMBER	
<input type="checkbox"/> Submit Accommodation Needs questionnaire	August 31st
<input type="checkbox"/> If applicable, <a href="#">renew or apply for your first passport</a> with expedited service	<b>ASAP</b> , with expedited service
<input type="checkbox"/> Schedule physical exam with Health Center or home doctor for Oct./Nov.	<b>ASAP</b> - there are only 4 apt/day
<input type="checkbox"/> Pay \$500 program deposit	August 31st
<input type="checkbox"/> Consult <a href="#">visa checklist</a> and start gathering documents <ul style="list-style-type: none"> <li>Sign up for a visa meeting on October 12<sup>th</sup> or 13<sup>th</sup></li> </ul>	Link here:
OCTOBER	
<input type="checkbox"/> Complete "GIF Housing Preferences" questionnaire in online application	August 31 <sup>st</sup>
<input type="checkbox"/> If applicable, complete Homestay Application (questionnaire & rec. form)	August 31 <sup>st</sup>
<input type="checkbox"/> Save-the-date GIF Pre-Departure Orientation - November 9th, 12-1:30PM.	
<input type="checkbox"/> Consult <a href="#">visa checklist</a> OR power point & start gathering documents	Prior to your visa meeting
<input type="checkbox"/> Attend visa meeting & turn in all required documents	Date and time you signed up for
NOVEMBER	
<input type="checkbox"/> If applicable, notify Housing & Residence Life of plans for future semesters	
<input type="checkbox"/> Register for GIF Spring 2022 courses on Zagweb	One week before Spokane registration
<input type="checkbox"/> Attend pre-departure orientation: both sessions	November 9th @ 12PM Hemm ballroom
<input type="checkbox"/> Make sure all items in your Study Abroad Application portal are completed	
<input type="checkbox"/> Weekend GIF Travel Trips and Opening Tour Orientation sent out	mid/late November
DECEMBER	
<input type="checkbox"/> Purchase Flight: roundtrip or 2 one-way tickets	December 1 <sup>st</sup>
<input type="checkbox"/> Submit Flight Information questionnaire	
<input type="checkbox"/> Turn in health forms (from physical exam) to Study Abroad office	December 1 <sup>st</sup>
<input type="checkbox"/> Complete all online application items: <ul style="list-style-type: none"> <li>Emergency Contact Information</li> <li>Learning Content</li> <li>Pre-Departure assessments: to be completed after pre-departure orientation</li> <li>Signature Documents</li> <li>Materials</li> </ul>	December 1 <sup>st</sup>
<input type="checkbox"/> Pay for Weekend GIF Travel Learning Trips you've been selected for	Early December
<input type="checkbox"/> Talk to Academic Advisor about Fall 2023 semester courses	
<input type="checkbox"/> Purchase or reserve textbooks for courses	By mid-December
<input type="checkbox"/> Pay final bill (due date will differ if on a payment plan)	Mid-December
<input type="checkbox"/> Make a budget [tools available on website and will be emailed to you]	
<input type="checkbox"/> Pack, check suggested packing list [will be emailed to you]	
<input type="checkbox"/> Notify bank/credit card companies of travel plans	January - before you depart

**Questions? Contact Mackenzie Pavlik**

[pavlik@gonzaga.edu](mailto:pavlik@gonzaga.edu) | 509-313-3598 | Hemmingson Suite 102