

A Guide to Planning Your Study Abroad Experience

First
Steps

Decide When and Where to Go

1. Meet with your Academic Advisor, academic faculty, or major department chair to start the conversation about how a study abroad might fit into your academic plan.
2. Investigate possible program options at the [Truman Study Abroad site](#).
3. Drop by the Study Abroad office in Baldwin 106 and pick up a general brochure.
4. When you've found some programs that look promising, schedule a meeting with a Study Abroad Advisor. You can do so by stopping by Baldwin 106, emailing the office at ciea@truman.edu, or by phoning the office at (660) 785-4076.

One
Year
Before
You Go

Finalize Your Choice

1. Visit the website for your chosen program, look over the courses offered during your time abroad, and come up with a list of several that you might be interested in. Record the course numbers and bookmark the descriptions so you can find them again later. Be advised that course offerings may change unexpectedly.
2. Learn your chosen program's application deadlines.
3. Visit with your Academic Advisor and discuss which graduation requirements your chosen courses might fulfill. Your advisor can show you how to complete [substitution forms](#) so your courses can be pre-approved for transfer back to Truman.
4. Determine the approximate cost for your time abroad, and visit the Financial Aid Office (McClain 103) to discuss your options for financial assistance.

One
Semester
Before
You Go

Apply and Prepare to Go

1. Obtain or renew your passport.
2. Work with your Study Abroad Advisor to learn your chosen program's application process. This process varies from program to program, so pay attention to the details, especially deadlines and visa requirements.
3. Request any necessary recommendations from Truman faculty.
4. If necessary, work with your Academic Advisor to make a plan to enroll in your Truman courses while you're abroad, and work with the Residence Life office if you plan to return to on-campus housing when you're back at Truman.
5. Make your travel arrangements and pack your stuff!