

North Island College International / Study Abroad / Field School Student Safety Checklist

Study Abroad/Field School name:

Dates:

Instructor/Sponsor:

Student name:

Number:

Please indicate date item has been completed and added to student file

Item	Date required (MM/DD/YYYY)	Date completed (MM/DD/YYYY)	Comment
Study Abroad/Field School Application			
Study Abroad/Field School Self-Assessment			
Passport pages (photo and signature)			
Passport expiry date			
Country Visa on file			
Flight/Travel Itinerary - copies on file			
Registration of Canadians Abroad (ROCA) sign up - send email to confirm sign up completed			https://travel.gc.ca/travelling/registration
Deposits and payments	Non-Refundable Deposit; NIC Tuition Fees (if applicable); Program Fees (if applicable)		
Release of Liability, Waiver of Claims, Assumptions of Risks, and Indemnity Agreement			
Liability Waiver Independent Departure			For group travel only
Emergency Contact and Medical Information			
Medical insurance - document on file			
Inoculations (student to meet with Travel Nurse to confirm inoculations required)			250-331-8571
Study Abroad Ambassador Agreement			
Re-entry/Debrief and Feedback/Evaluation of the activity			