


Travel Abroad Checklist

There are a lot of details to consider when preparing for travel abroad and it can be an overwhelming task. But there are things you can do to ensure that you create the right opportunity for you. By following the steps listed below, you are more likely to increase your chances of arranging a safe, secure and successful experience.

Research and Prepare

	Checklist For Success	Target Date
	Identify clear goals. List the goals you want to achieve, i.e., gain experience, have an adventure.	
	Consider the details. Is it paid work, a volunteer experience, an internship? How long do you want to be abroad; one month, one year, longer? What are the conditions, culture, safety, climate (weather and political), cost?	
	Register. Use your Laurier email account to register at www.workingoverseas.com to access help-	
	Volunteer/Internship opportunities. Investigate all options such as NGOs (i.e., CIDA), government, education, faith-based, humanitarian, and select the right type of organization.	
	Paid Employment. Target specific opportunities and organizations relevant to your goals.	
	Investigate countries. Develop an understanding of the cultural differences and the workplace	
	Research and contact organizations. Know the reputation and affiliation of organizations you are	
	Clarify details — ask questions and get information in writing — know exactly what you are get-	
	Documentation — Start collecting important documents that you will need for travel now , i.e., passport — www.servicecanada.gc.ca/en/goc/passport.shtml	
	Visa and Work Permits. Gather information on appropriate visa requirements and details of the	
	International driver's licence. Find information at www.caa.ca/travel/travel-permits-e.cfm	
	Financial preparation. Some countries require proof of finances — how will you manage financial	
	Safety and security. Identify emergency contacts, register with the Canadian consulate/embassy upon arrival, give family or friends copies of your itinerary, have extra copies of documents and check with foreign affairs for security warnings www.voyage.gc.ca/dest/ctry/reportpage-en.asp	
	Health Concerns. Research health care abroad, health insurance needs, your needs such as vaccinations, prescriptions, medical certifications, extra eyeglasses and other supplies.	
	Increase your international IQ. Read, listen, learn and know world trends and important international issues. Proper research and preparation will assist you in creating a positive experience.	