



Checklist Phase 1.5 – Transitioning to Study Abroad

Housing and Arrival

- I have confirmed the address and dates of stay with the host or hotel abroad.
- I have printed out the address, perhaps even in the local alphabet, if the Roman alphabet is not used (i.e. China, Russia, etc). Cab Drivers or passerbys may not speak English.
- I have written down the phone number of the coordinator of the host university.

Cash and Credit Cards

- I have a plan on how I can access money abroad – at an ATM (Bankautomat), using traveler’s checks or using a credit card.
- I have checked with my bank that my bank card (EC) works abroad.
- I have checked with my bank about the monetary limits of my credit card and that I can use it abroad (Remember that you may to pay a larger sum in the beginning for housing, etc)
- I have a small amount of local currency with me, in case ATMs are closed when I arrive.

Important Documents

- I have the correct visa, including any transit visas.
- I have copies of important documents that I’m leaving with friends or family or I have saved an electronic copy.
- I have backed up all data on my computer/phone in case it is either lost or stolen.

Health

- I have the appropriate insurance coverage (Personal Property/Haftpflicht, Health, etc.) for my time abroad.
- I have all required immunizations I need for my host country/host university.
- If I take regular medicines and/or use contact lenses, I either have a supply to cover my stay or have a plan of how I can purchase them while abroad.

Miscellaneous

- I have read about the culture, customs and traditions of my new host country and city, as this can help with the transition to the new culture.
- I have packed some items that remind me of home. This can include: photos, small tokens, recipes, a stuffed animal, etc.
- I know whether my electronics will work abroad or if I need to purchase an adapter.
- I will attend Orientation if my university offers one as valuable information is presented and it’s a great chance to meet new people.
- I know that it’s ok to be homesick while abroad but it’s also ok to not be homesick. My experience will be unique and that’s ok. If I am not doing well, I will reach out to someone – family, friends, the study abroad staff at my host university or the MBS Team.

MBS

- I will continue to check my MBS email or set up forwarding to my personal email. I will still receive updates from the International Center and other members of the MBS Team.
- I will make sure the courses I sign up for are pre-approved by MBS. If I’m not sure, I will double check with my MBS study abroad advisor before the deadline to change courses passes.
- I am aware that I have to submit a Learning Agreement to MBS which I can download on the Study Abroad website: www.munich-business-school.de/studyabroad

Source: www.munich-business-school.de/studyabroad