

Graduate Student International Travel Checklist

This Notre Dame International (NDI) checklist is designed to provide support to individual program preparations. Contact your sponsoring department for any specific requirements

NDI Travel Registry is a 2-step process:

- **Register your travel.** This will allow Notre Dame to *pro-actively* assist you in the event of an emergency and usually takes less than 30 minutes to complete.
- Step 1:** Submit an international travel registration in the [NDI-Travel Registry system](#).
- Step 2:** Review the learning content in the travel registration system before you travel.

Travel Documents (Passport & Visa):

- Check your passport expiration date:** A valid passport is required for international travel. Many countries require a passport that remains valid for at least 6 months beyond the return date of your trip. US citizens can check passport validity requirements at US Department of State [country specific information](#).
- Ensure there is a copy of your passport with a trusted person and uploaded in your in travel registration.
- Check Visa requirements.** The embassy for your international destination has the best visa information. Travelers with US passports can check with the US [embassy websites](#) and US Dept. of State [country specific information](#).
- Consider a secure device (neck pouch or money belt) to carry documents/cash.

Lodging and Alumni Connection:

- Do an advanced search of the Alumni Directory at [my.nd.edu](#) to locate Alumni resources with safe lodging ideas.
- Talk to campus resources; exercise caution in consulting/relying on non-vetted sites or services. (Uber & “Craigslist”)
- Carry a printed copy of housing information and confirmation, as well as relevant transportation information.
- Consider an [International Student Identity Card \(ISIC\)](#) discount card, available at Anthony Travel or on-line.

Vaccinations & Medications:

- [U.S. Centers for Disease Control \(CDC\)](#) ‘For Travelers’ site includes required and recommended vaccinations for your destination. Often a Certificate of Vaccination (aka yellow card) is required. **NOTE:** IF Yellow Fever requirements are not produced you can be turned away at the border.
- Identify the medications you will travel with & research their legality in the country of travel.
- Consider obtaining a letter from your physician in case you are questioned about any medications during travel.
- Carry your medications in their original labeled containers and pack them in your carry-on bag.
- Consider necessary supply amounts for the duration of your trip. Often your travel insurance can assist here.

Insurance:

- Know your health insurance coverage. **IF** you have Aetna Student Health Insurance at ND your terms apply worldwide. \$500.00 annual deductible and 20% co-payment out of network. You also have travel assistance through On-Call International. **If you have other health insurance contact your provider before travel.**
- Research professional health services (physical and mental) in your area before you travel.
- ALL ND affiliates have **evacuation insurance** and travel assistance when on official ND business. **Contact** AIG directly at 715-346-0859 (International Collect) or [ND Risk Management](#)

Staying in Contact:

- Have an emergency card prepared and shared with a trusted person.
- Keep in contact with at least one person who knows exactly where you will be staying and how to contact you in an emergency.
- Consider communication apps like [Whatsapp](#) or [Viber](#). If you choose to use an app for communication, download and test **BEFORE** leaving the US.

Financial: Cash and Credit Cards:

- Check and understand the exchange rate before travel; beware of high transaction charges at airports or hotels. [Oanda](#) is a currency converter tool. Usually ATMs & credit cards provide a good exchange rate. For safety reasons, **ONLY** use ATMs that are in a safe and well-lit locations.
- Before leaving the US, notify your bank, credit/debit card company, and/or other institutions of your travel.
- Make a photocopy of the front and back of your credit card(s) and leave with a trusted person in case of loss or theft.
- Always carry a small amount of local currency for emergencies.

Electronics & Computer:

- Know your destination's type of voltage and plug. Procure any necessary electronic adapters and converters.
- Talk to your cell phone provider regarding international fees and options. Consider buying a local mobile phone.
- Consider downloading helpful apps, such as [Venmo](#), [Citymapper](#), or [Google Translate](#). It is **BEST** to do this **BEFORE** you leave, as it may not be possible when you are abroad.
- Prior to leaving campus, you must configure your computer to access ND networks abroad by "opting-in" at [Opt-In Service](#). This must be done to use a ND computer lab abroad.

STEP Program:

- Register with the U.S. Department of State's [Smart Traveler Enrollment Program \(STEP\)](#) after you have secured your dates of travel and lodging. **PLEASE NOTE:** Those traveling with a Non-US passport should leave the passport number field blank when registering.
- Review what the [U.S. Department of State](#) can and cannot do for you in an emergency.

Need Help

24/7/365 Emergency: +1-574-631-5555 (ND Security Police)